



GREATER VALLEJO RECREATION DISTRICT

OPERATING BUDGET

Fiscal Year 2022-2023



Building Community and Enhancing Quality of Life through People, Parks, and Programs



Greater Vallejo Recreation District 2022-2023 Operating Budget

Board of Directors

Ron Bowen – Chairperson

Adjoa McDonald – Vice Chairperson

Rizal Aliga – Secretary

Robert Briseño – Director

Gary Salvadori - Director

Gabe Lanusse – General Manager

Penny Harman – Finance Director

**“Building Community and Enhancing Quality of Life through
People, Parks and Programs”**

Dear Honorable GVRD Directors and District Residents,

I submit for your consideration the Fiscal Year 2022-2023 (FY22-23) Budget for the Greater Vallejo Recreation District (GVRD). It is apparent that the GVRD has been in a slow recovery as we have been impacted by the COVID-19 Pandemic amongst other major issues facing our communities. There has been a great disruption regarding “normal”, and there has been a great focus this past year on how we provide Parks and Recreation. The GVRD continues its commitment to providing quality parks and public spaces for recreation to the community and residents we serve. The positive effect that parks, outdoors and community connections have on our wellbeing have been brought front and center during the past two years. This health crisis has shown our strengths, and weaknesses in what is expected of us. It is a priority that everyone should be able to enjoy the parks that the District provides to the community. On the other side of the scale, we look at recreation as an integral part of the services we provide but have had many plans start, then abruptly stop due to exposure. This continues a negative effect in revenues generated by recreation. Fortunately, the Board continues its direction to subsidize activities.

I'm pleased to say the proposed budget reflects the Board's commitment to fiscal stability, reserves, and making improvements. The FY22-23 budget is comprised of decreased revenues as a result of the COVID-19 Pandemic. Although there is a vaccine, all events, classes and programs, and facility rentals have a new problem regarding lack of staffing, or the continuation of exposure to COVID variants. The “Pay for Service” model that recreation follows showed a significant drop in revenues to \$1.7 million. This curtailed activities for the District. As health directives continually change, staff remained agile to try and create recreation to the community while also meeting health guidelines. Although program revenue is increasing, staffing costs have outpaced regular expenses. While in previous years Recreation has benefitted from a strong local economy that has provided almost \$3 million in constant revenues that supported programs and services, the COVID economic impact showed revenues of about \$1.3 Million.

The FY22-23 budget serves as a blueprint for the GVRD for the next year. This document serves as a summary and comprehensive guide of the District's operating programs and how they are prioritized. It has been constructed on

conservative financial principles that reflect the commitment to maintaining necessary services and operations of the District. This document is a result of ongoing evaluations of every nuance of the GVRD.

In regards to staffing costs, negotiations with unrepresented staff as well as represented staff from IBEW and SEIU will begin January 2023. The next year's budget (FY23-24) will include any changes adopted.

The District's General Fund is comprised of several revenue sources totaling \$12.969 million which support the \$12.969 million in expenditures. The main source of support is property tax revenue, which alone totals \$5.67 million and represents an increase based on the incredible upswing in home purchasing in Vallejo, while other sources are Measure K and charges for services.

A blueprint is just that – a guide. As new information is issued and programs return, we will remain flexible to bring any new information to the Board, and the community we serve.

I want to reiterate how proud I am of the District staff who have remained committed to our community to meet these obstacles daily. They've had to make hard decisions.

The GVRD will need to continue being fiscally responsible stewards of the public's finances in order to plan for subsequent years. We have important choices to make to ensure a sustainable future. FY22-23 looks to be a year of improvements, to accomplish the goals set by the Board of Directors, and to work with our community to re-imagine our Parks and reconnect with our community. I am proud of the work that has been achieved by the many people who work with me and support me. Therefore, I submit the budget which will help the District prepare for the future. This budget was prepared in cooperation with the Board of Directors, GVRD Executive Team and staff. GVRD has existed for 78 years, and while making improvements and being responsible, it will continue to the next century.

RESOLUTION NO 2022-04

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREATER VALLEJO
RECREATION DISTRICT TO ADOPT THE ANNUAL OPERATING BUDGET FOR
FISCAL YEAR 2022-2023**

WHEREAS, on May 26th, public review of the Budget for Fiscal Year 2022-2023 was held by the Board of Directors; and

WHEREAS, the total budget for General Fund is \$12,969,078 and it represents a balanced budget. The budget appropriation in the General Operating Fund is \$10,719,078 and the total Measure K Capital Improvement is \$2,250,000. The total full-time equivalent positions are 36 and 180 part-time positions.

NOW, THEREFORE, be it resolved by the Board of Directors that the Annual Budget for the fiscal year beginning July 1, 2022, which has been submitted is hereby passed and adopted this 26th day of May 2022 as follows:

	<u>Revenues</u>	<u>Appropriations</u>	
General Administration	5,777,837	2,410,942	
Measure K	2,000,000	0	
Measure K Carryover	250,000	0	
Parks & Maintenance	218,400	3,955,256	
Recreation	1,398,151	3,116,168	
Deferred Maintenance	0	0	
Capital Improvements	3,324,690	3,485,447	
Contingency Reserve	0	1,265	
Retiree Benefit - OPEB	0	0	
Contributions from Reserve	<u>0</u>	<u>0</u>	
Total General Fund	<u>12,969,078</u>	<u>12,969,078</u>	

Following Roll Call Vote: Ayes: _____
 Noes: _____
 Absent: _____
 Abstained: _____

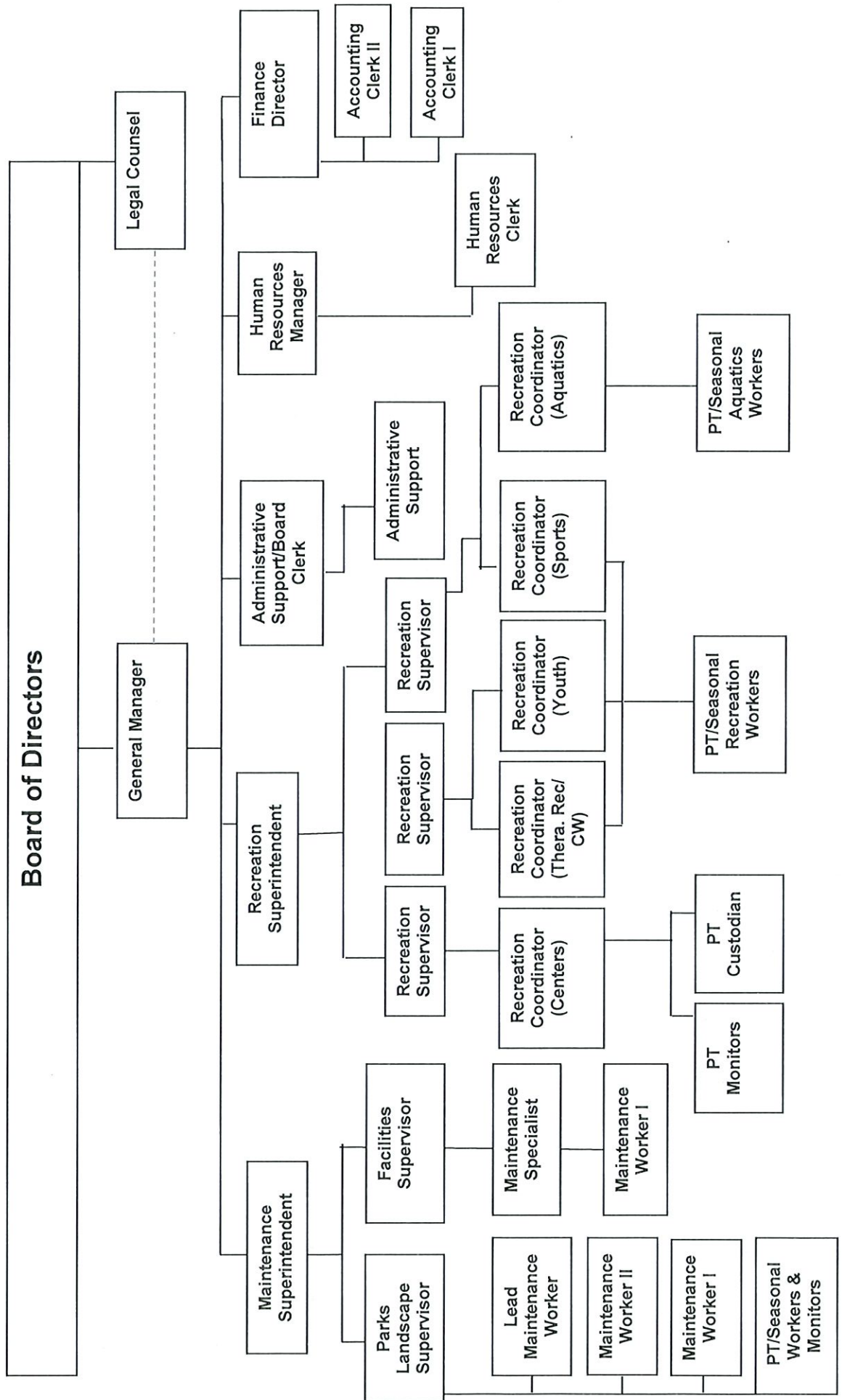
Adopted: _____
 Ron Bowen, Chairperson

Attest: _____

Greater Vallejo Recreation District Budget Calendar 2022-2023

- | | |
|---|-----------------------------|
| 1 Kickoff - Meeting with staff to gather data | Wednesday, February 9, 2022 |
| 2 Present data to the Board for general direction
Special Board Meeting at the Budget & Finance Committee meeting | Monday, March 21, 2022 |
| 3 Present the following to the Facilities Committee:
Proposed Measure K
Proposed Capital Improvement Projects
Proposed Deferred Maintenance
Proposed Fee Schedule | Monday, March 21, 2022 |
| 4 Staff Review of Preliminary Budget:
Proposed General Fund
Proposed Measure K
Proposed Capital Improvement Projects
Proposed Deferred Maintenance
Proposed Fee Schedule | Wednesday, March 23, 2022 |
| 5 Finance Committee to Review Preliminary Budget | Monday, March 28, 2022 |
| 6 Board First View of Preliminary Budget
Special Board Meeting | April 5th or 6th, 2022 |
| 7 Board Approval of Preliminary Budget | Thursday, April 14, 2022 |
| 8 Advertise Budget | Sunday, April 17, 2022 |
| 9 Public Comment on the Budget | April 18-28, 2022 |
| 10 Board Study Session | Thursday, April 28, 2022 |
| 11 Public Hearing @ Regular Board Meeting | Thursday, May 12, 2022 |
| 12 Special Board Meeting, if needed | Tuesday, May 17, 2022 |
| 13 Budget Revisions for Final Budget due for Board Packet | Friday, May 20, 2022 |
| 14 Board Adoption of Final Budget | Thursday, May 26, 2022 |

GREATER VALLEJO RECREATION DISTRICT Organization Chart



District Staffing

District staffing for FY 2022-2023 is budgeted for 37 Full Time Equivalent (FTE).

Positions filled during FY 21-22:

- Human Resources Clerk
- Maintenance Worker I (4)
- Recreation Supervisor
- Recreation Coordinator
- Recreation Superintendent

Open Positions:

- Maintenance Worker I
- Irrigation Lead Worker
- Lead Maintenance Worker

001-Administration	General Manager	1.00
	Admin Coord/Board Clerk	1.00
	Administrative Support	1.00
007-Human Resources	Human Resources Manager	1.00
	Human Resources Clerk	1.00
010-Recreation Administration	Recreation Superintendent	1.00
	Administrative Support	1.00
	Recreation Coordinator	1.00
100-Finance	Finance Director	1.00
	Accounting Clerk I	1.00
	Accounting Clerk II	1.00
200-Maintenance & Development	Maintenance Superintendent	1.00
300-Facilities	Facilities Supervisor	1.00
	Maintenance Specialist	1.00
	Maintenance Specialist	1.00
	Maintenance Worker II	1.00
310-Landscaping & Grounds	Parks Supervisor	1.00
	Lead Maintenance Worker	1.00
	Lead Maintenance Worker	1.00
	Irrigation Lead Worker	1.00
	Maintenance Worker II	1.00
	Maintenance Worker II	1.00
	Maintenance Worker II	1.00
	Maintenance Worker I	1.00
	Maintenance Worker I	1.00
	Maintenance Worker I	1.00
	Maintenance Worker I	1.00
	Maintenance Worker I	1.00
	Maintenance Worker I	1.00
415-Children's Wonderland	Recreation Coordinator	0.50
	Recreation Supervisor	0.25
430-Break Camp	Recreation Supervisor	0.25
	Recreation Coordinator	0.50
	Recreation Coordinator	0.25
451-Foley Cultural Center (FCC)	Recreation Supervisor	0.25
	Recreation Coordinator	1.00
460-Sports	Recreation Coordinator	1.00
	Recreation Supervisor	0.25
465-Community Events	Recreation Coordinator	0.50
480-Expanded Learning Programs (ExLP)	Recreation Coordinator	0.50
	Recreation Supervisor	0.25
481-After School Programs	Recreation Coordinator	0.75
	Recreation Supervisor	0.25
730-Cunningham Pool	Recreation Coordinator	1.00
	Recreation Supervisor	0.50
	Total FTE	37.00

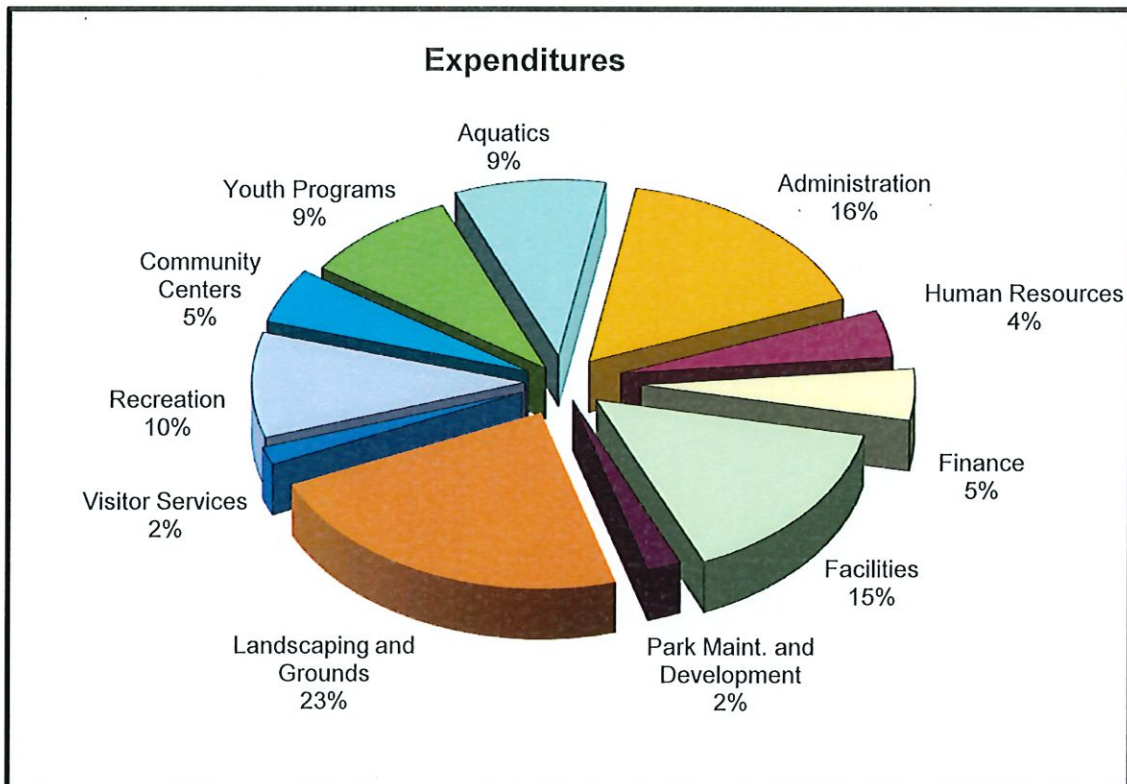
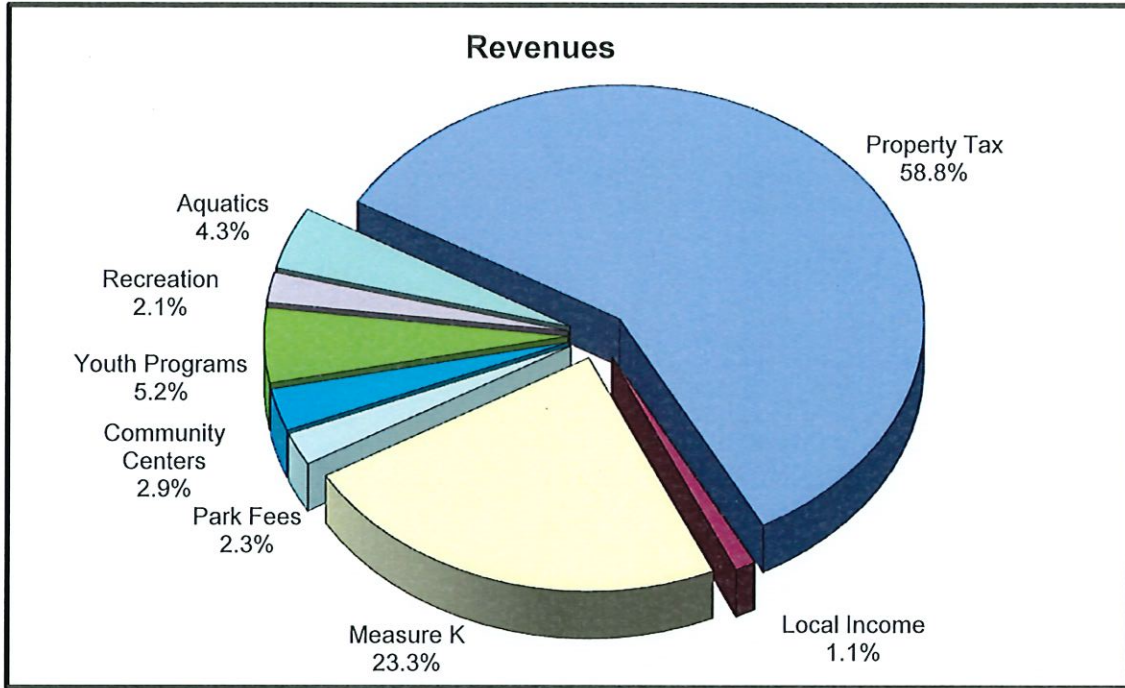
Budget Summary

		2021-2022 Final Budget				2021-2022 Estimated Actual				2022-2023 Final Budget			
Department		Revenues	Expenses	Measure K	Net Revenue	Revenues	Expenses	Measure K	Net Revenue	Revenues	Expenses	Measure K	Net Revenue
				Expenses	(Expenses)			Expenses	(Expenses)			Expenses	(Expenses)
	General Administration												
001	General Supp. & Admin.	5,827,867	1,504,029	99,000	4,323,838	5,760,880	1,530,171	90,000	4,230,709	5,777,837	1,554,923	89,000	4,222,914
007	Human Resources	0	423,494	0	(423,494)	0	358,766	0	(358,766)	0	410,048	0	(410,048)
100	Finance	0	410,593	2,000	(410,593)	0	386,820	2,000	(386,820)	0	445,971	2,000	(445,971)
001	General Fund Contribution	0	0	0	0	0	0	0	0	0	0	0	0
	Total Admin Services	5,827,867	2,338,116	101,000	3,489,751	5,760,880	2,275,757	92,000	3,485,123	5,777,837	2,410,942	91,000	3,366,895
001	Measure K	2,102,787	0	(2,337,040)	2,102,787	2,000,000	0	(1,888,104)		2,000,000	0	(2,235,355)	2,000,000
001	Measure K Carryover	0	0	0	0	0	0	0		250,000	0	0	250,000
001	Total Measure K	2,102,787	0	(2,337,040)	2,102,787	2,000,000	0	(1,888,104)	0	2,250,000	0	(2,235,355)	2,250,000
	Parks Maintenance												
200	Park Maint. & Dev.	0	173,688	0	(173,688)	0	171,578	0	(171,578)	0	188,741	0	(188,741)
300	Facilities	0	1,378,322	843,520	(1,378,322)	0	1,383,471	842,757	(1,383,471)	0	1,450,172	877,892	(1,450,172)
301	Visitor Services	203,400	153,174	0	50,226	235,737	112,595	0	123,142	218,400	155,433	0	62,967
310	Landscaping & Grounds	0	2,140,444	685,852	(2,140,444)	490	1,835,422	388,238	(1,834,932)	0	2,160,910	685,551	(2,160,910)
	Total Parks	203,400	3,845,628	1,529,372	(3,642,228)	236,227	3,503,066	1,230,995	(3,266,839)	218,400	3,955,256	1,563,443	(3,736,856)
	Recreation:												
010	Recreation Admin	0	435,598	13,350	(435,598)	1,600	319,357	10,000	(317,757)	5,148	408,720	10,000	(403,572)
415	Children's Wonderland	41,605	113,439	83,537	(71,834)	51,158	127,095	74,242	(75,937)	59,560	208,340	83,923	(148,780)
430	Break Camp	45,098	140,620	0	(95,522)	30,616	132,232	0	(101,616)	49,305	190,272	0	(140,967)
450	Vallejo Community Ctr.	55,104	197,006	13,762	(141,902)	38,680	155,330	11,031	(116,650)	0	17,562	9,879	(17,562)
451	Foley Cultural Center	178,794	282,717	61,840	(103,923)	101,424	203,460	49,689	(102,036)	200,000	353,972	62,000	(153,972)
460	Sports	72,407	183,378	64,197	(110,971)	75,396	160,979	20,840	(85,583)	116,120	209,219	40,597	(93,099)
465	Community Events	19,925	124,160	43,926	(104,235)	11,105	30,516	2,865	(19,411)	13,600	79,998	8,612	(66,398)
480	Expanded Learning Prog.	317,630	564,884	0	(247,254)	199,375	550,747	0	(351,372)	166,542	300,786	0	(134,244)
481	After School Programs	315,140	418,046	0	(102,906)	201,023	122,537	0	78,486	280,000	369,336	0	(89,336)
486	Teen Services	5,825	15,787	4,718	(9,962)	1,450	10,458	2,983	(9,008)	2,200	7,883	4,707	(5,683)
490	Therapeutic Recreation	3,148	8,367	2,784	(5,219)	0	563	88	(563)	6,100	9,377	2,777	(3,277)
720	N. Vallejo Comm. Ctr.	24,878	108,027	10,200	(83,149)	13,609	76,643	9,673	(63,034)	29,035	47,720	12,672	(18,685)
721	S. Vallejo Comm. Ctr.	40,772	185,356	20,640	(144,584)	28,988	134,832	14,310	(105,844)	54,846	60,220	14,000	(5,374)
730	Cunningham Pool	417,485	879,310	387,714	(461,825)	248,095	872,287	369,388	(624,192)	415,695	852,763	331,745	(437,068)
	Total Recreation	1,537,811	3,656,695	706,668	(2,118,884)	1,002,519	2,897,036	565,109	(1,894,517)	1,398,151	3,116,168	580,912	(1,718,017)
906	Capital Improvements	3,151,400	2,910,000	0	241,400					3,324,690	3,485,447	0	(160,757)
935	Contingency Reserve	0	22,826	0	(22,826)					0	1,265	0	(1,265)
001	Retiree Benefit-OPEB	0	50,000	0	(50,000)							0	
	Total Others	3,151,400	2,982,826	0	168,574	0	0	0	0	3,324,690	3,486,712	0	(162,022)
	TOTAL BUDGET	12,823,265	12,823,265	0	0	8,999,626	8,675,859	0	(1,676,233)	12,969,078	12,969,078	0	0

Note: "Measure K Expenses" columns in gray are for information and are not directly included in the Net Revenue (Expenses) calculations. These amounts are included as expenses for the individual programs/departments.

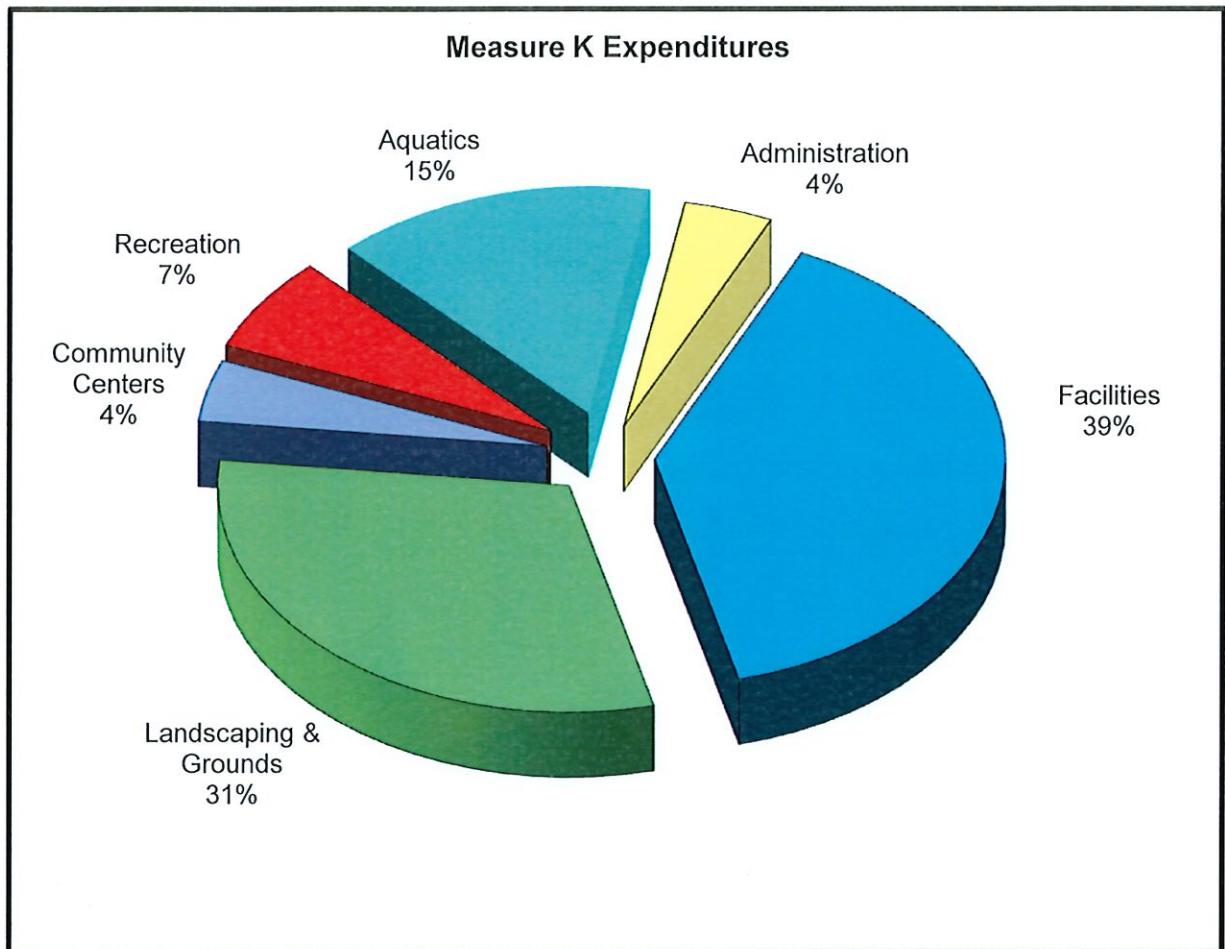


Greater Vallejo Recreation District Revenues and Expenditures Fiscal Year 2022-2023



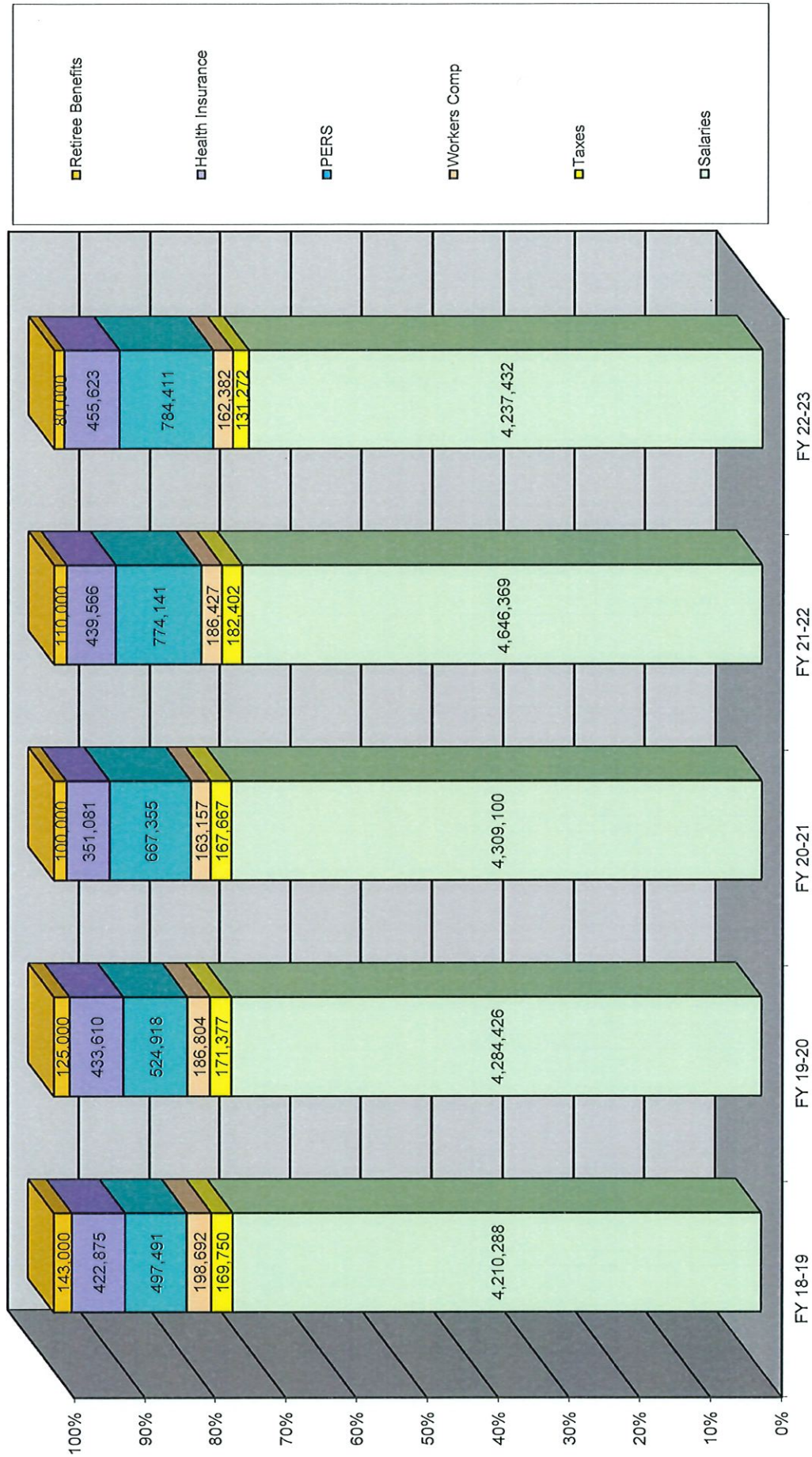


Greater Vallejo Recreation District
Measure K Expenditures
Fiscal Year 2022-2023



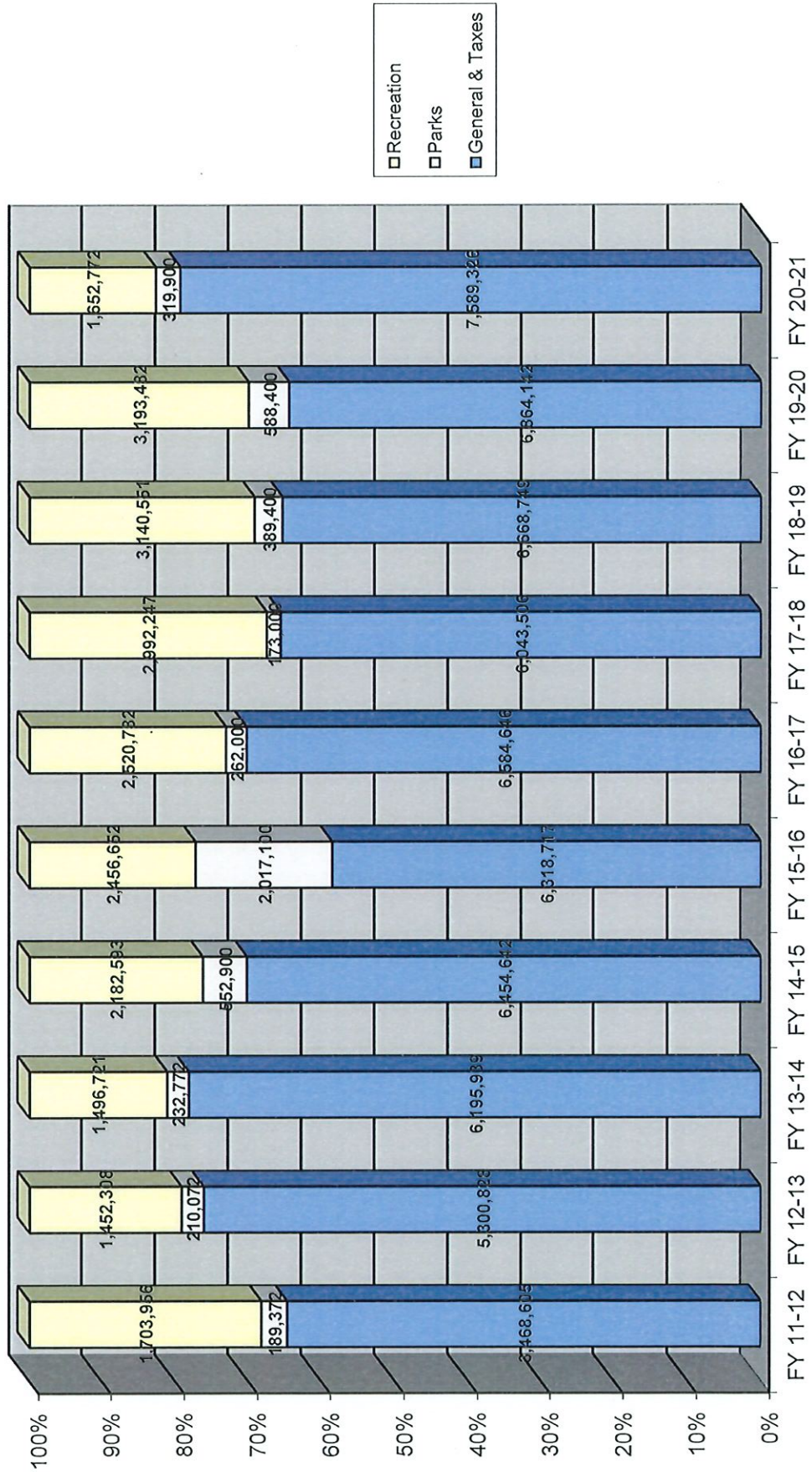


Greater Vallejo Recreation District
Salaries and Benefits
Fiscal Year 2022-2023



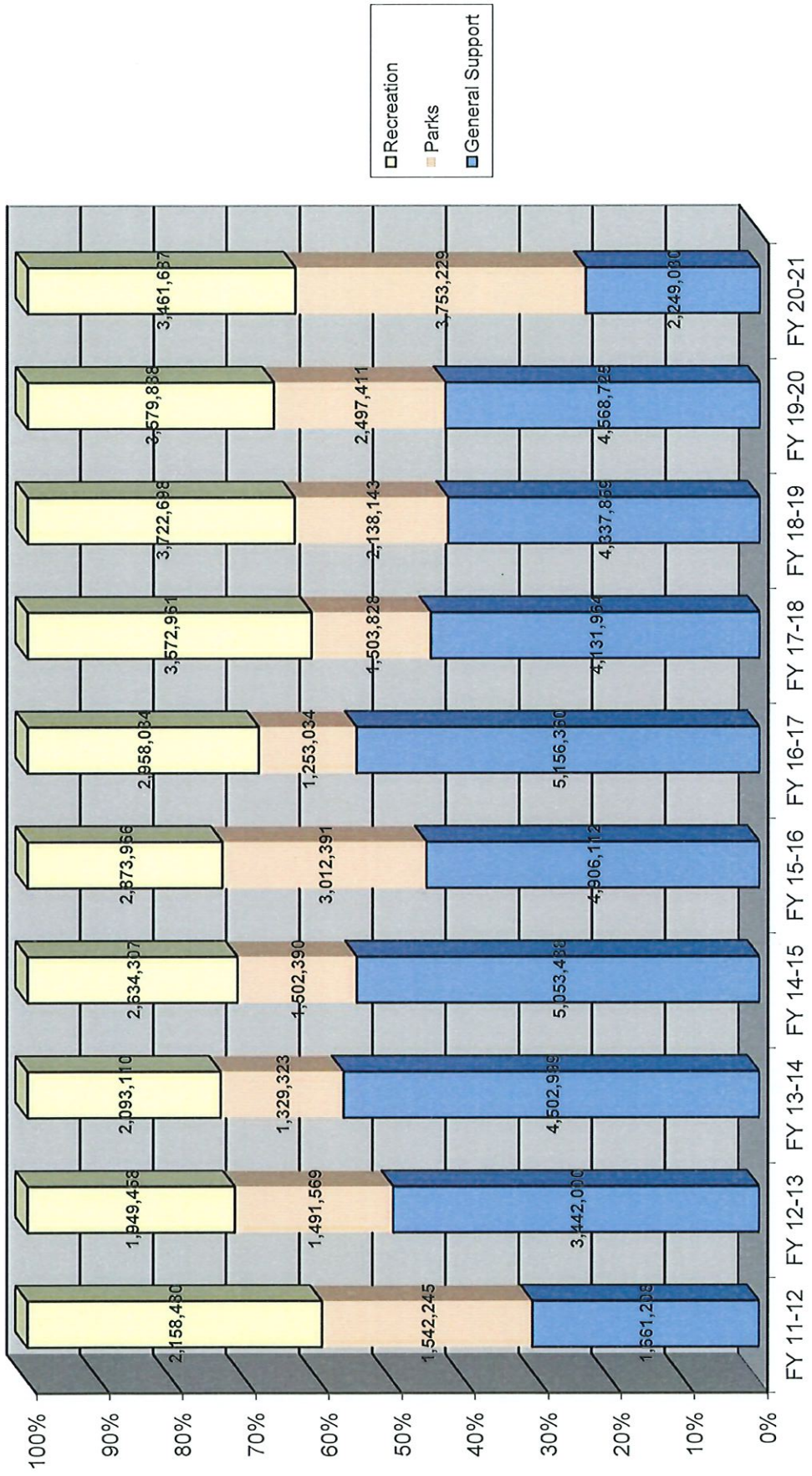


Greater Vallejo Recreation District
 Revenues by Division
 FY 2020-2021





Greater Vallejo Recreation District
Expenditures by Division
FY 2020-2021





Greater Vallejo Recreation District Budget Expenditures Fiscal Year 2022-2023

Where Our Budget Dollar Goes



GENERAL ADMINISTRATION

Purpose

The General Administration Department is responsible for the day-to-day management of the District with the primary responsibility of recommending and administering policies as set forth by the Board of Directors.

Responsibilities

The General Administration of the District is the responsibility of the General Manager in cooperation with the Board of Directors. The General Manager is assisted in these duties by the Executive staff which are found in their respective budgets. The GM budget includes the Board Clerk/Assistant to the GM position and an Administrative Support position. Collectively, the administrative staff provides technical assistance to the Board of Directors and makes recommendations and advises the Board on matters of personnel and policy. The administrative staff also provides support to the District as a whole. The General Administration is responsible for implementing, monitoring and ensuring the effective and efficient operation of the entire District.

Goals

Through the use of District resources and following the direction of the Board of Directors the General Administration Department shall:

- Become adaptable to COVID-19 guidelines.
- Continue to review and update the policies and procedures.
- Work with staff to ensure the substantial completion of identified park development projects recommended by staff and adopted by the Board.
- Update the strategic action plan with the board
- Improve teamwork within the board.
- Review existing operational practices and make necessary changes to ensure effective and efficient service to the community.
- Review, monitor, and adjust budget with the assistance of the Finance Director.
- Work closely with the new Vallejo City Manager and school district administrator to find ways to reduce redundancy and enhance each agency's ability to serve the community.
- Update user agreements with the Vallejo City Unified School District.
- Perform ongoing improvements to all parks and facilities to better manage and maintain our infrastructure.
- Develop more diverse recreational activities
- Encourage joint partnerships

Accomplishments of the previous year

- Make daily changes and adjustments to managing the District due to COVID
- Updated safety protocols in buildings due to COVID
- Financial Audit for District was successful
- Refinance PERS obligation.
- Measure K oversight review and audit.
- Completed 10-year master plan.
- Grant work at Terrace Park for a new playground
- Grant work for improvements at Setterquist Park.
- Completed the first phase of the Cunningham Aquatic Complex renovation.
- Restructuring the Recreation Department during the COVID-19 pandemic.
- Began updating policies.
- Began team building and trust training for staff.
- Began a classification study.
- Obtained COVID funding from the State of California to zero out losses due to the pandemic
- Made improvements to Dan Foley Community Center, Vallejo Community Center, ADA and other improvements to office buildings.



Gabriel Lanusse
General Manager



Kimberly Pierson
Administrative Coordinator/Board Clerk



Jeffrey Worrell
Administrative Support

Greater Vallejo Recreation District
001 - General Support & Administration
FY 2022-2023

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
0014110014001	Property Taxes	5,360,960	5,582,838	5,600,000
0014120014001	Supplemental Taxes	3,184	65,521	65,521
0014130014001	H.O.'s Exemption Fund	16,881	5,078	5,078
0014180014109	Measure K	2,102,787	2,000,000	2,000,000
0014220014101	City of Vallejo	0	0	0
0014900014801	Donations	0	0	0
0014910014801	Interest	30,000	3,000	3,000
0014911014801	Interest Umpqua Retiree Benefits	323	65	60
0014912014801	Interest Umpqua Bank Reserve	479	88	88
0014930014801	McIntyre Rent	0	0	0
0014931014801	United Way Rent	0	200	0
0014932014801	Head Start - Setterquist	12,000	12,000	12,000
0014933014801	Head Start - Washington	10,800	10,800	10,800
0014934014801	Vallejo Parent Nursery Reimb.	2,331	4,800	4,800
0014935014801	Glen Cove Rent	0	0	0
0014937014801	Camp Fire Rent	1,728	3,600	3,600
0014940014801	Vallejo Parent Nursery Rent	4,800	4,800	4,800
0014941014801	Colusa Building Rent	66,000	66,000	66,000
0014941014801	CA State Rent	0	0	0
0014980014801	Administrative Fee	0	90	90
0014984014801	Insurance Dividends	0	0	0
0014985014801	Misc. Revenue	318,381	2,000	2,000
	Total Revenues	7,930,654	7,760,880	7,777,837
0015000015001	Full Time Salaries	338,039	338,039	341,570
0015010015001	Part Time Wages	0	0	0
0015020015001	Payroll Taxes - Employer	4,902	4,902	4,953
0015025015001	State Unemployment	60,000	60,000	50,000
0015030015001	Worker's Comp.	12,836	12,836	13,091
0015060015001	P.E.R.S. - ER	93,337	93,337	96,827
0015061015001	PERS Survivor Benefit	96	96	72
0015070015001	Medical Insurance	64,361	64,361	53,163
0015075015001	Dental Insurance	7,124	7,124	5,433
0015077015001	Vision Insurance	694	694	528
0015080015001	Life Insurance	742	742	556
0015085015001	Health and Well-Being Benefit	0	240	480
0015100015101	Alarm	0	0	0
0015110015101	Cellular Phones/Pagers	2,000	2,000	2,000
0015140015101	P.G. & E.	0	0	0
0015140015109	P.G. & E.	24,000	30,000	24,000
0015160015101	Sewers Services	6,300	6,300	6,300
0015170015101	Telephone	3,200	1,700	1,700
0015208015201	Consultant Fees	50,000	55,000	60,000
0015214015201	Legal	55,000	32,000	55,000
0015216015201	Printing	2,000	2,000	2,000
0015218015201	Promotions & Advertising	500	6,000	30,000
0015230015201	County Tax Collection Fee	81,000	80,000	80,000

0015232015201	County Fees Tax Measure	0	0	0
0015234015201	Manual Refunds	0	0	0
0015244015201	Computer Services	47,000	47,000	54,000
0015246015201	Internet Services	2,100	18,000	18,000
0015250015201	Equipment Repairs	900	200	500
0015254015201	Janitorial - United Way	0	0	0
0015258015201	Office Equipment Repairs	0	0	0
0015281015201	Leased Equipment	4,000	3,100	4,000
0015282015201	Maintenance Contracts	5,000	1,200	5,000
0015285015201	Bank Charges	10,000	7,200	10,000
0015386015209	Scholarships	50,000	35,000	50,000
0015414015301	Buildings & Grounds - UW	0	0	0
0015415015301	Buildings & Grounds - Solano Cty	0	0	0
0015416015301	Computer Supplies	5,500	1,200	5,000
0015424015301	Equipment Replacement	5,000	0	2,500
0015440015301	Office Supplies	8,000	1,500	4,000
0015454015301	Postage	3,000	2,100	3,000
0015490015301	N.O.C.	0	0	0
0015505015401	Auto Allowance	0	6,000	0
0015510015401	Credit Card Fees	25,000	31,000	30,000
0015520015401	Board Conference/Travel	2,500	2,500	3,000
0015522015401	Board Expenses	1,000	1,000	1,000
0015530015401	Board Meeting Fees	22,000	22,000	22,000
0015531015401	Board Payroll Taxes	2,500	2,500	2,500
0015532015401	Board Workers Comp	1,800	0	1,800
0015550015401	Insurance	300,000	320,000	320,000
0015560015401	Membership Dues/License Fees	12,000	14,000	14,000
0015600015401	Mileage	0	100	100
0015605015401	Staff Conf. & Travel	3,500	3,400	3,500
0015610015401	Personnel Training	4,000	4,000	4,250
0015620015401	Safety Committee/COVID	15,000	35,000	10,000
0015640015401	Subscriptions & Publications	300	300	300
0015650015401	Employee Recognition	7,500	4,500	7,500
0015660015401	Employee Recruitment	0	0	1,000
0015665015201	Medical Expense - Employment	300	0	300
0015670015201	Retiree Benefit GASB 45	0	0	0
0015800015401	Capital Outlay & Building	135,000	135,000	135,000
0017000015509	Capital Outlay	25,000	25,000	15,000
	Total Expenditures	1,504,029	1,520,171	1,554,923
	Excess Revenues (Expenditures)	6,426,625	6,240,709	6,222,914

HUMAN RESOURCES

Purpose

Human Resources (HR) at the Greater Vallejo Recreation District (GVRD) strives to take care of GVRD full and part-time employees by providing resources, assistance, training, benefits, and compliance information. Additionally, the HR department ensures consistency with policies, answers employee FAQs, considers employees in GVRD decisions, and acts as an employee advocate. We are and will continue to be an employee first department.

Responsibilities

The Human Resources Division is responsible for recruitment, classification and compensation, performance evaluations, risk management, employee benefits, employee onboarding and offboarding, and employee relations services. In addition, the Division plays an instrumental role in developing policies, rules and regulations, and performing complex, varied, and confidential analytical, budgetary and analysis work assignments in support of the District's Strategic Action Plan.

Goals

- Administer the District's various benefit programs
- Assist managers with employment life cycle, including salary changes, evaluations, and making updates in a timely manner
- Provide documentation needed to implement resolutions and amendments with CalPERS
- Partner with departments for recruitment, hiring, processing, and orientation for District position openings
- Administer Workers Comp and Risk Management functions for the District
- Maintain personnel records for the District's full time and part time employees
- Review and update District policies and associated rules and regulations
- Work with and provide information and reports to the Board of Directors through the Policies and Personnel Committee

Recent Achievements

- GVRD HR implemented a new HRIS, created recruitment processes, and is working to strengthen employee recognition programs.
- HR is working to make all language more inclusive for policies, hiring, and all other communication.



Casey Halcro
Human Resources Manager



Lorelei Morehouse
Human Resources Clerk



Foxy Roxie
Office Volunteer

**Greater Vallejo Recreation District
007 - Human Resources
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
0075000015001	Full Time Salaries	176,104	152,000	182,412
0075010015001	Part Time Wages	0	9,566	0
0075020015001	Payroll Taxes - Employer	2,554	2,185	2,645
0075030015001	Worker's Comp.	6,687	5,707	6,991
0075060015001	P.E.R.S. - ER	46,441	34,587	48,801
0075061015001	P.E.R.S. Survivor Benefit	48	48	48
0075070015001	Medical Insurance	26,020	8,795	13,242
0075071015001	Medical Insurance - Retiree	110,000	88,102	80,000
0075073015001	PERS Health Plan Admin Fee	1,500	1,174	1,500
0075075015001	Dental Insurance	2,520	2,795	3,743
0075077015001	Vision Insurance	249	293	396
0075080015001	Life Insurance	371	315	371
0075110015101	Cellular Phones/Pagers	1,200	1,000	1,400
0075170015101	Telephone	1,400	800	1,000
0075208015201	Consultant Fees	15,000	15,000	20,000
0075244015201	Computer Services	15,000	9,500	15,000
0075440015201	Office Supplies	2,500	1,500	5,000
0075600015401	Mileage	400	400	500
0075605015401	Staff Conf. & Travel	4,000	4,000	7,000
0075610015401	Personnel Training	3,000	3,000	4,000
0075640015401	Subscriptions & Publications	500	500	1,000
0075660015401	Employee Recruitment	8,000	17,500	3,000
0075665015201	Medical Expense - Employment	0	0	0
0075668015201	Employee Recognition	0	0	12,000
	Total Expenditures	423,494	358,766	410,048
	Excess Revenues (Expenditures)	(423,494)	(358,766)	(410,048)

RECREATION SERVICES ADMINISTRATION

Purpose

The Recreation Services Department provides the administrative programming direction and implementation of the District's recreation programs. Often working in conjunction with Parks Department personnel, Recreation Services partners with a variety of service organizations and governmental agencies in the development, implementation, and management of recreational activities and facilities that are chiefly provided for the enjoyment of youth and adults in Vallejo.

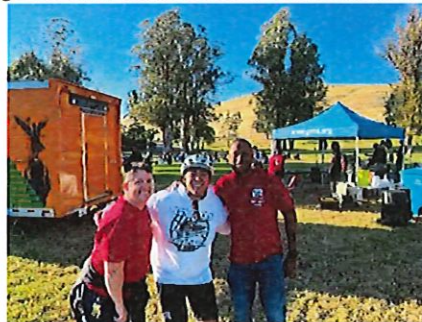
Responsibilities

Recreation Services Administration is the responsibility of the Recreation Services Superintendent with the support of the General Administration Department. The Superintendent is supported in this manner by Recreation Supervisors, Coordinators, and their staff who contribute the skills and experiences necessary to manage a host of recreational facilities and produce a variety of recreational activities and services.

Goals

In addition to District recreation facilities and venues assigned to Recreation Services, the department promotes a variety of services and stays abreast of new recreational opportunities and challenges that include:

- Implementation of comprehensive youth programs including before and after school activities, sports, camps, teen theatre arts, volunteerism, employment, etc.
- Provides comprehensive aquatic services at the Cunningham Aquatic Complex including service to: high schools, swim clubs, youth, and adult recreational and lap swimming, and more.
- Provide inclusive recreational experiences for free or at a nominal fee. Promote health and wellness.
- Public and private community center reservations through facilitation of four GVRD maintained community centers.
- Growing youth and adult sports and recreation programs that take advantage of outdoor sports fields and programs for practical indoor applications.
- GVRD is well known for producing popular annual events such as its: Parks N' Rex Day, Floating Pumpkin Patch, Free Kids Swim Day at the Aquatic Complex, Bands and Brews and collaborative partnerships with Vallejo Waterfront Weekend, and others.
- Recreation Services staff produces the popular GVRD Activity Guide tri-annually and our GVRD website that keeps the Vallejo community apprised of all activities, facilities and services offered by GVRD.
- In addition to programming staff, Recreation Services provides administrative staff that assist customers in-person at the main office or by telephone to provide immediate service.
- Our main office location has temporarily relocated to Aquatic Complex as the 395 Administration building undergoes much needed renovations.



**Greater Vallejo Recreation District
010 - Recreation Administration
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
0104960014801	Advertising Revenue	0	1,500	4,998
0104985014801	Misc Revenue	0	100	150
	Total Revenues	0	1,600	5,148
0105000015001	Full Time Salaries	260,470	171,000	218,374
0105010015001	Part Time Wages	16,800	9,500	30,388
0105020015001	Payroll Taxes - Employer	7,577	4,028	4,735
0105025015001	State Unemployment	0	0	0
0105030015001	Worker's Comp.	10,528	8,902	7,100
0105060015001	P.E.R.S. - ER	66,878	48,926	47,604
0105061015001	P.E.R.S. Survivor Benefit	72	63	48
0105070015001	Medical Insurance	36,150	23,831	27,409
0105075015001	Dental Insurance	3,479	3,940	2,638
0105077015001	Vision Insurance	338	407	254
0105080015001	Life Insurance	556	764	370
0105110015101	Cellular Phones/Pagers	1,050	1,000	1,050
0105170015101	Telephone	2,000	1,700	1,800
0105208015201	Consultant Fees	0	25,000	25,000
0105216015201	Printing	8,000	3,550	5,000
0105218015201	Promotions & Advertising	2,000	1,240	1,500
0105220015201	Website Design	0	0	0
0105244015201	Computer Services	500	0	500
0105245015209	Software Licensing	13,350	10,000	10,000
0105424015301	Equipment Replacement	200	0	200
0105440015301	Office Supplies	750	1,500	1,750
0105454015301	Postage	1,000	1,000	1,000
0105490015301	N.O.C.	0	0	0
0105560015401	Membership Dues/License Fees	750	500	500
0105600015401	Mileage	150	150	500
0105605015401	Staff Conf. & Travel	2,500	2,055	3,000
0105610015401	Personnel Training	500	300	1,000
0105660015401	Employee Recruitment	0	0	7,000
0105662015401	Aquatic Reimbursement	0	0	10,000
	Total Expenditures	435,598	319,357	408,720
	Excess Revenues (Expenditures)	(435,598)	(317,757)	(403,572)

FINANCE

Purpose

The Finance Department provides financial accounting and reporting for the District. The department consists of the Finance Director, Accounting Clerk I, and Accounting Clerk II. Together we oversee all financial aspects including: general accounting, general ledger, payroll, cash receipts, accounts payable, accounts receivable, purchasing, financial reporting, auditing, budgeting, and fixed asset inventory. Our primary function is to provide a high level of support to the District in developing and strengthening its accounting and fiscal management practices.

Responsibilities

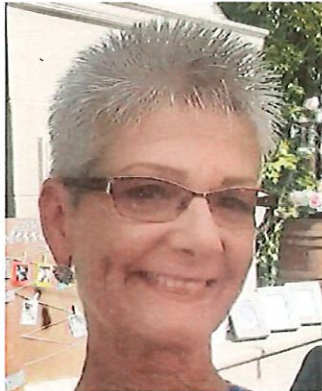
- Process cash receipts, pay all invoices, prepare payroll and all payroll related tasks including quarterly tax reports, maintain the financial records of all District departments
- Prepare, implement and monitor the annual budget
- Prepare monthly financial reports
- Review and analyze investment strategies including multi-year projections
- Coordinate the external audit and work with the independent auditors
- Provide information and reports to the Board of Directors, Budget and Finance Committee as well as District staff

Goals

- Establish internal control policy, and financial policies and procedures
- Maintain sufficient reserves to prepare for future economic uncertainties
- Continue cross training with all three positions to ensure coverage in the instance of absence
- Work with Cougar Mountain Fund Accounting to establish a dashboard for use by staff and the Board of Directors
- Develop streamlined monthly financial reports to provide easily understood reports for the Board of Directors
- Provide continuous training to staff for efficiency and development of professional abilities



Penny Harman
Finance Director



Dayna Asbury
Accounting Clerk I



Betty DalPorto
Accounting Clerk II

**Greater Vallejo Recreation District
100 - Finance
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
1005000105001	Full Time Salaries	245,411	243,345	263,445
1005010105001	Part Time Wages	0	0	0
1005020105001	Payroll Taxes - Employer	3,558	3,500	3,820
1005025105001	State Unemployment	0	0	0
1005030105001	Worker's Comp.	9,318	8,700	10,097
1005060105001	P.E.R.S. - ER	69,431	51,000	75,776
1005061105001	P.E.R.S. Survivor Benefit	72	72	72
1005070105001	Medical Insurance	24,219	21,000	26,170
1005075105001	Dental Insurance	6,761	5,900	5,071
1005077105001	Vision Insurance	667	575	500
1005080105001	Life Insurance	556	1,172	556
1005110105101	Cellular Phones/Pagers	600	500	600
1005170105101	Telephone	1,400	1,200	1,400
1005204105201	Audit Services	18,000	18,000	19,365
1005204105209	Audit Services - Measure K Audit	2,000	2,000	2,000
1005208105201	Consultant Fees	10,000	10,000	10,000
1005216105201	Printing	1,500	3,000	3,000
1005244105201	Computer Services	3,000	2,220	4,000
1005245105201	Software Licensing	5,000	5,836	6,000
1005290105201	N.O.C.	0	1,200	0
1005424105301	Equipment Replacement	1,000	1,000	1,000
1005440105301	Office Supplies	3,000	4,000	4,000
1005560105401	Membership Dues/License Fees	600	400	600
1005600105401	Mileage	500	200	500
1005605105401	Staff Conf. & Travel	2,000	1,500	4,000
1005610105401	Personnel Training	2,000	500	3,000
1005640105401	Subscriptions	0	0	0
1005660105401	Employee Recruitment	0	0	1,000
1005665105201	Medical Expense - Employment	0	0	0
	Total Expenditures	410,593	386,820	445,971
	Excess Revenues (Expenditures)	(410,593)	(386,820)	(445,971)

MAINTENANCE AND DEVELOPMENT

Purpose

The purpose of GVRD Maintenance and Development Department is to build community and enhance the quality of life through the provision, maintenance, improvement, and preservation of quality parklands and other recreational resources.

Responsibilities

- Plan acquisition and improvement projects reflective of the community's needs
- Make recommendations for the prioritization and use of available funding
- Research new funding sources and prepare budget recommendations
- Evaluate development proposals to determine their impact on existing recreational facilities, and recommend new facilities when appropriate.
- Administer acquisition and improvement projects as approved by the Board
- Ensure adherence with federal, state, and local laws, codes and regulations
- Develop and oversee facilities and park maintenance including deferred maintenance

Goals

Complete specific improvement projects:

- Oversee Capital Improvement Projects.
- Oversee the improvements of VCC.
- Oversee the improvements of building renovations of 395/40 Street buildings.
- Work with the City with Participatory Budgeting (PB) projects related to Parks.

**Greater Vallejo Recreation District
200 - Maintenance and Development
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
2004170204101	Measure K - Transfer In	0	0	0
	Total Revenues	0	0	0
2005000205001	Full Time Salaries	119,726	119,726	124,920
2005010205001	Part Time Wages	0	0	0
2005020205001	Payroll Taxes - Employer	1,736	1,736	1,811
2005025205001	State Unemployment	0	0	0
2005030205001	Worker's Comp.	4,546	4,546	4,788
2005060205001	P.E.R.S. - ER	34,866	34,866	36,980
2005061205001	P.E.R.S. Survivor Benefit	24	24	24
2005070205001	Medical Insurance	2,700	2,700	2,700
2005075205001	Dental Insurance	2,913	2,913	2,913
2005077205001	Vision Insurance	167	167	167
2005080205001	Life Insurance	185	185	185
2005110205101	Cellular Phones/Pagers	900	700	900
2005170205101	Telephone	500	392	500
2005208205201	Consultant Fees	1,000	500	1,000
2005214205201	Legal	0	0	0
2005216205201	Printing	300	300	300
2005244205201	Computer Services	0	228	228
2005440205301	Office Supplies	1,700	1,156	1,700
2005448205301	Photo Supplies	150	0	150
2005454205301	Postage	125	125	125
2005475205301	Signs	0	0	0
2005482205301	Small Tools	50	50	100
2005490205301	N.O.C.	0	0	0
2005500205401	Administrative Fee	0	0	0
2005505205401	Auto Allowance	0	0	0
2005560205401	Membership Dues	600	500	600
2005600205401	Mileage	500	0	500
2005605205401	Staff Conf. & Travel	0	0	2,000
2005610205401	Personnel Training	900	700	1,000
2005640205401	Subscriptions	100	64	150
2005660205001	Employee Recruitment	0	0	5,000
	Total Expenditures	173,688	171,578	188,741
	Excess Revenues (Expenditures)	(173,688)	(171,578)	(188,741)

FACILITIES

Department Purpose

The Facilities Department serves the neighboring communities by working to maintain and improve community centers and facilities in a safe and aesthetically pleasing condition.

Responsibilities

- Maintain District's buildings and community centers.
- Maintenance operations of the Cunningham Pool Complex.
- Manage contracted work projects throughout the District.
- Maintain the park lighting systems throughout the District.
- Maintain water distribution and sanitation pump stations.
- Maintain mechanical aspects of park restroom facilities.
- Manage District's fleet of trucks and equipment.

Goals

- Expand the buildings inspection program to include regularly scheduled and documented inspections.
- Explore reduced vehicle costs and equipment maintenance options.
- Establish a fleet longevity and replacement procedure
- Nurture professional relationships with current and future vendors and contractors to reduce overall costs.
- Work to maintain and improve working relationships with center coordinators and supervisors.
- Perform all work in a safe environment

Greater Vallejo Recreation District
300 - Facilities
FY 2022-2023

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
3004300304001	City Park Funding	0	0	0
3004310304001	Capital Outlay GF	0	0	0
3004985304001	Miscellaneous Revenue	0	0	0
	Total Revenue	0	0	0
3005000305001	Full Time Salaries	302,316	302,316	319,623
3005010305001	Part Time Wages	0	0	0
3005010305009	Part Time Wages	50,000	6,199	50,000
3005020305001	Payroll Taxes - Employer	4,384	4,384	4,635
3005020305009	Payroll Taxes - Employer	3,825	3,825	3,825
3005025305001	State Unemployment	0	0	0
3005030305001	Worker's Comp.	11,479	11,479	12,250
3005030305009	Worker's Comp.	1,899	1,899	1,916
3005060305001	P.E.R.S. - ER	81,894	81,894	87,843
3005061305001	P.E.R.S. Survivor Benefit	96	96	96
3005070305001	Medical Insurance	40,930	40,930	42,970
3005075305001	Dental Insurance	9,569	9,569	11,652
3005077305001	Vision Insurance	828	828	918
3005080305001	Life Insurance	742	742	742
3005100305101	Alarm	4,000	6,484	7,000
3005110305101	Cellular Phones/Pagers	2,500	2,300	2,500
3005140305101	P.G. & E.	0	0	0
3005140305109	P.G. & E.	24,500	28,616	24,500
3005170305101	Telephone	1,255	400	400
3005240305201	Building Maintenance & Repairs	0	0	0
3005240305209	Building Maintenance & Repairs	89,000	89,065	89,000
3005244305201	Computer Services	1,800	2,800	1,800
3005250305201	Equip Repairs	0	0	0
3005256305201	Janitorial Services	0	0	0
3005256305209	Janitorial Services	20,000	2,835	10,000
3005260305201	Park Grounds Maint. & Repair	0	0	0
3005260305209	Park Grounds Maint. & Repair	40,000	42,000	40,000
3005264305201	Vandalism Repair	0	0	0
3005264305209	Vandalism Repair	2,500	2,200	2,500
3005266305201	Tire Repairs & Purchase	5,000	5,800	6,000
3005268305201	Towing	1,000	960	1,000
3005272305201	Vehicle Maintenance	0	0	0
3005272305209	Vehicle Maintenance	45,000	46,315	45,000
3005281305201	Leased Equipment	1,500	950	1,000
3005282305201	Maintenance Contracts	0	0	0
3005282305209	Maintenance Contracts	55,000	49,000	50,000
3005283305201	Misc. Rentals	1,000	800	1,000
3005290305201	N.O.C.	2,000	1,850	0
3005410305301	Sports Field Supplies	0	0	0
3005412305301	Landscape & Grounds	0	0	0
3005412305309	Landscape & Grounds	14,775	14,803	14,775

3005424305301	Equipment Replacement	800	823	1,000
3005426305301	First Aid Supplies	250	1,200	750
3005430305301	Fuels & Lubricants	42,000	46,000	46,000
3005436305301	Janitorial Supplies	1,800	280	1,800
3005438305301	Maintenance Equipment Supplies	500	497	497
3005440305301	Office Supplies	500	841	3,000
3005442305301	Motor Vehicle Parts	0	363	0
3005444305301	Paint Supplies	2,000	1,950	2,000
3005450305301	Plant Equipment Repair Parts	500	0	0
3005475305301	Signs	5,000	4,200	5,000
3005476305301	Safety Equipment	2,000	1,800	2,000
3005480305301	Shop Supplies	1,500	1,644	2,500
3005482305301	Small Tools	1,500	1,450	1,500
3005498305301	Uniforms	1,500	2,100	1,500
3005560305401	Membership Dues	250	180	250
3005600305401	Mileage	0	0	0
3005605305401	Staff Conf. & Travel	1,000	950	1,000
3005610305401	Personnel Training	1,500	1,800	2,000
3005640305401	Subscriptions	0	0	0
3005665305201	Medical Expense - Employment	54	54	54
3005810305401	Capital Outlay- Redevelopment NVC	0	0	0
3005900305401	City Park Capital Project	0	0	0
3005910305401	Capital Outlay GF Contribution	0	0	0
3007000305509	Capital Outlay	546,376	556,000	546,376
	Total Expenditures	1,427,822	1,383,471	1,450,172
	Excess Revenues (Expenditures)	(1,427,822)	(1,383,471)	(1,450,172)

VISITOR SERVICES

Purpose

Visitor Services performs all tasks associated with assisting park visitors, ensuring compliance with District regulations, providing services for park reservations in regards to picnic sites, athletic fields and special events during weekends and Holidays from April through mid October. They also ensure park visitors have safe, well maintained and aesthetically pleasing facilities.

Responsibilities

- Assist and provide information to Park visitors
- Staff park entrance kiosks at Blue Rock Springs and Dan Foley Park, and collect parking fees
- Ensure visitor compliance with Park regulations
- Report and assist as needed with emergency situations
- Assist with Park maintenance tasks

Goals

- Provide a high level of courteous professional customer service.
- Coordinate and manage services for Park reservations and special events
- Work in conjunction with maintenance staff on weekends and holidays
- Provide responsible land stewardship

Greater Vallejo Recreation District
301 - Visitor Services
FY 2022-2023

<u>Account #</u>	<u>Description</u>	<u>Budget</u> <u>FY 21-22</u>	<u>Est. Actual</u> <u>FY 21-22</u>	<u>Budget</u> <u>FY 22-23</u>
3014970314801	Reservations	6,000	5,000	6,000
3014971314801	BRS Reservations	15,000	23,756	20,000
3014972314801	Foley Reservations	11,000	10,040	11,000
3014975314801	BRS Parking Fees	40,000	39,096	40,000
3014976314801	Foley Parking Fees	45,000	59,082	50,000
3014977314801	Event Permits	3,000	5,000	4,000
3014978314801	Vallejo Sanitation Flood	2,000	2,000	2,000
3014979314801	Foley Soccer Field	50,000	58,479	53,000
3014980314801	Highland Maintenance Fee	26,400	26,400	26,400
3014982314801	Contract Revenue	5,000	5,000	5,000
3014985314801	Miscellaneous Revenue	0	1,884	1,000
	Total Revenues	203,400	235,737	218,400
3015010315001	Part Time - Park Monitors	100,000	64,245	100,000
3015020315001	Payroll Taxes - Employer	7,650	4,000	7,650
3015030315001	Worker's Comp.	3,797	3,600	3,833
3015110315101	Cellular Phones/Pagers	1,200	1,200	1,200
3015170315101	Telephone	400	0	400
3015216315201	Printing	300	300	800
3015244315101	Computer Services	0	0	1,000
3015440315301	Office Supplies	1,500	1,500	1,500
3015480315301	Miscellaneous Supplies	11,100	10,878	11,100
3015484315301	Park in the Park Expenses	0	0	0
3015485315301	Highland Maintenance	26,400	25,872	26,400
3015498315301	Uniforms	777	1,000	1,500
3015600315401	Mileage	50	0	50
	Total Expenditures	153,174	112,595	155,433
	Excess Revenues (Expenditures)	50,226	123,142	62,967

LANDSCAPING AND GROUNDS

Purpose

The Landscaping and Grounds Division performs all tasks associated with the maintenance, inspection and operation of parks and facility grounds, athletic fields, recreational equipment and assists in the development of capital improvement programs to ensure that users have safe, well maintained and aesthetically pleasing parks and facilities.

Responsibilities

- Maintain thirty-six park areas
- Maintain all landscaped areas around District facilities that include four community centers, District offices, and nine neighborhood facilities
- Maintain athletic facilities including baseball, softball and soccer fields, tennis, basketball, horseshoe and bocce ball courts

Goals

- Maintain the Parks so that they are "Safe and Clean"
- Provide a high level of courteous professional customer service
- Perform routine park inspections and rate them accordingly.
- Expand the use of Asset Essentials Software in regard to Parks.
- Continue to update aging irrigation systems.
- Rehabilitate existing parks and facilities according to the Park Operations Plan and maintenance standards.
- Reduce the duration of graffiti on playgrounds and parks.
- Provide responsible land stewardship.
- Perform all work in a safe environment.

**Greater Vallejo Recreation District
310 - Landscaping and Grounds
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
3104310315001	Alco Iron & Metal Revenue	0	490	0
	Total Revenues	0	490	0
3105000315001	Full Time Salaries	868,178	868,178	868,284
3105010315001	Part Time Wages	0	0	0
3105010315009	Part Time Wages	118,450	100,396	118,450
3105020315001	Payroll Taxes - Employer	12,589	12,589	12,590
3105020315009	Payroll Taxes - Employer	9,061	9,061	9,061
3105025015001	State Unemployment	0	0	0
3105030315001	Worker's Comp.	32,965	32,965	33,277
3105030315009	Worker's Comp.	4,498	4,498	4,540
3105060315001	P.E.R.S. - ER	238,088	238,088	237,767
3105061315001	P.E.R.S. Survivor Benefit	312	312	312
3105070315001	Medical Insurance	178,738	178,738	186,761
3105075315001	Dental Insurance	21,459	21,459	24,765
3105077315001	Vision Insurance	2,086	2,086	2,394
3105080315001	Life Insurance	2,410	2,410	2,410
3105110315101	Cellular Phones/Pagers	3,000	3,000	3,000
3105140315101	P.G. & E.	0	0	0
3105140315109	P.G. & E.	9,000	9,108	9,000
3105160315101	Sewers Services	8,000	8,000	8,000
3105170315101	Telephone	2,300	319	2,300
3105180315101	Water	0	0	0
3105244315201	Computer Services	1,300	1,200	1,500
3105250315201	Equipment Repairs	0	0	0
3105250315209	Equipment Repairs	4,000	4,905	4,000
3105260315201	Park Grounds Maint. & Repair	0	0	0
3105260315209	Park Grounds Maint. & Repair	42,000	45,000	42,000
3105264305201	Vandalism Repair	0	0	0
3105264305209	Vandalism Repair	8,000	7,920	8,000
3105270315201	Tree Maintenance	0	0	0
3105270315209	Tree Maintenance	5,000	5,000	5,000
3105280315201	Chemical Toilets	14,000	4,000	14,000
3105282315201	Maintenance Contracts	12,000	11,400	12,000
3105283315201	Misc. Rentals	1,330	1,300	1,400
3105410315301	Sports Field Supplies	4,500	4,500	4,500
3105412315301	Landscape & Grounds	0	0	0
3105412315309	Landscape & Grounds	14,000	13,950	14,000
3105424315301	Equipment Replacement	0	0	0
3105424315309	Equipment Replacement	4,000	4,000	4,000
3105426315301	First Aid Supplies	459	300	600
3105432315301	Horticultural Supplies	3,500	3,500	3,500
3105434315301	Irrigation & Plumbing Supplies	0	0	0
3105434315309	Irrigation Repair	30,000	29,400	30,000
3105436315301	Janitorial Supplies	14,000	22,000	17,000
3105440315301	Office Supplies	995	953	1,500
3105444315301	Paint Supplies	1,836	1,800	2,000

3105446315301	Pesticides	6,000	6,500	8,000
3105462315301	Rec. Repair Supplies	0	0	0
3105462315309	Recreation Repair Landscape	5,000	5,000	5,000
3105472315301	Resilient Surface Materials	6,090	6,000	7,000
3105476315301	Safety Equipment	3,500	4,000	4,000
3105482315301	Small Tools	3,000	2,900	3,000
3105490315301	N.O.C.	0	0	0
3105495315301	Alco Iron & Metal Expenses	0	0	0
3105498315301	Uniforms	5,000	4,587	6,000
3105560315401	Membership Dues	1,000	800	1,000
3105600315401	Mileage	1,000	0	1,000
3105605315401	Staff Conf. & Travel	1,000	0	1,000
3105610315401	Personnel Training	3,500	3,300	4,500
3105640315401	Subscriptions	0	0	0
3105665315201	Medical Expense - Employment	800	0	0
3107000315509	Capital Outlay	432,500	150,000	432,500
	Total Expenditures	2,140,444	1,835,422	2,160,910
	Excess Revenues (Expenditures)	(2,140,444)	(1,834,932)	(2,160,910)

YOUTH SERVICES

Purpose

Youth Services provides high level programs that foster the development of skills and meet the needs of today's youth. Kid's Club and Expanded Learning Programs include Before, Kinder, and After school programs. These programs serve the needs of the community by providing care for the children filled with fun recreation activities and project-based learning programming throughout the school year. Break Camps and Summer Camps offer full care programs during the fall, winter, spring, and summer breaks. In addition, Youth Services will bring back Teen programs such as Youth Advisory Board, dances, and events.

Before & After School Programs

Kid's Club is a fee-based program held at school sites. Parents register their children through GVRD, and all program operations are led by GVRD staff. The Expanded Learning Program (ASES & 21st Century Grants) is offered at elementary schools and 1 middle school site in collaborative partnership with Vallejo City Unified School District. VCUSD selects the students that participate in this free program and employs district staff. GVRD provides staff for additional supervision and the recreational component of the program.

Break Camps & Summer Camps

Camps are full-day, fee-based programs held at various GVRD community centers. Parents register their children through GVRD, and district staff provide all programming components. The program offers care services to accommodate parents work schedule. Summer Camps are themed weeks and include FRESH, Lego University, Fun the Sun, and Kinder Camp. Field trips are optional as an additional component to the camp experience.

Responsibilities

- Offer quality programming while implementing a safe learning environment.
- Work closely with VCUSD to strengthen the partnership, promote effective learning behaviors and sustainable enrichment components in the programs.
- Provide qualified and trained staff for effective supervision of programs and events.

Goals

- Continue to provide quality programming by completing a needs assessment to determine changes and improvements in program offerings.
- Conduct year-round recruitment and training of part-time staff.



**Greater Vallejo Recreation District
430 - Break Camp
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
4304700404601	Program Fees	44,600	30,616	49,245
4304710404601	Late Fees	60	0	60
4304750404601	Non-Student Days	438	0	0
	Total Revenues	45,098	30,616	49,305
4305000405001	Full Time Salaries	39,756	39,756	70,902
4305010405001	Part Time Wages	49,823	48,534	50,000
4305020405001	Payroll Taxes - Employer	4,388	4,388	5,236
4305025405001	State Unemployment	0	0	0
4305030405001	Worker's Comp.	3,401	3,401	5,200
4305060405001	P.E.R.S. - ER	11,137	11,137	22,614
4305061405001	P.E.R.S. Survivor Benefit	12	12	24
4305070405001	Medical Insurance	5,004	5,004	14,548
4305075405001	Dental Insurance	415	415	1,327
4305077405001	Vision Insurance	41	41	131
4305080405001	Life Insurance	93	93	200
4305110405101	Cellular Phones/Pagers	160	100	240
4305170405101	Telephone	600	500	400
4305218405201	Promotions & Advertising	2,000	1,500	1,500
4305240405201	Building Maintenance & Repairs	0	0	0
4305244405201	Computer Services	0	0	0
4305330405201	Contract Classes Expense	0	600	600
4305362405201	Special Events	3,000	2,100	2,000
4305367405201	Swim Lessons	0	0	0
4305369405201	Transportation	0	0	0
4305375405201	Theater Program	3,441	3,200	3,000
4305422405301	Craft Supplies	0	0	0
4305424405301	Equipment Replacement	0	0	0
4305426405301	First Aid Supplies	2,376	600	1,500
4305428405301	Food Supplies	2,079	968	1,500
4305440405301	Office Supplies	1,698	800	1,000
4305448405301	Photo Supplies	0	0	0
4305460405301	Program Supplies	7,385	7,283	5,000
4305488405301	T-Shirts	680	0	0
4305490405301	N.O.C.	0	0	0
4305498405301	Uniforms	1,000	900	1,750
4305505405401	Auto Allowance	0	0	0
4305560405401	Membership Dues	0	0	0
4305600405401	Mileage	450	250	300
4305605405401	Staff Conf. & Travel	630	0	500
4305610405401	Personnel Training	1,050	650	800
4305650405401	Employee Recognition	0	0	0
	Total Expenditures	140,620	132,232	190,272
	Excess Revenues (Expenditures)	(95,522)	(101,616)	(140,967)

**Greater Vallejo Recreation District
480 - Expanded Learning Programs (ExLP)
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
4804240404101	Grant Funding	307,630	199,375	166,542
4804700404601	Program Fees	0	0	0
4804710404601	Late Fees	0	0	0
4804985404801	Misc Revenues	10,000	0	0
	Total Revenues	317,630	199,375	166,542
4805000405001	Full Time Salaries	128,777	128,777	55,765
4805010405001	Part Time Wages	324,034	316,744	178,949
4805020405001	Payroll Taxes - Employer	26,656	26,656	12,284
4805030405001	Worker's Comp.	17,194	17,194	13,200
4805060405001	P.E.R.S. - ER	35,266	35,266	15,645
4805061405001	P.E.R.S. Survivor Benefit	42	42	18
4805070405001	Medical Insurance	17,514	17,514	11,069
4805075405001	Dental Insurance	1,453	1,453	1,053
4805077405001	Vision Insurance	144	144	104
4805080405001	Life Insurance	324	324	139
4805110405101	Cellular Phones/Pagers	600	600	720
4805170405101	Telephone	540	540	540
4805218405201	Promotions & Advertising	0	0	0
4805244405201	Computer Services	0	0	0
4805369405201	Transportation	0	0	0
4805422405301	Craft Supplies	0	0	0
4805426405301	First Aid Supplies	0	0	0
4805428405301	Food Supplies	500	300	500
4805440405301	Office Supplies	2,035	1,894	1,500
4805448405301	Photo Supplies	0	0	0
4805454405301	Postage	0	0	0
4805460405301	Program Supplies	3,823	57	4,000
4805470405301	Recreation Supplies	0	0	0
4805488405301	T-Shirts	0	0	0
4805498405301	Uniforms	1,983	1,842	2,000
4805560405401	Membership Fee	0	0	0
4805600405401	Mileage	630	400	300
4805605405401	Staff Conf & Travel	2,000	0	1,500
4805610405401	Personnel Training	1,370	1,000	1,500
	Total Expenditures	564,884	550,747	300,786
	Excess Revenues (Expenditures)	(247,254)	(351,372)	(134,244)

**Greater Vallejo Recreation District
481 - After School Programs
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
4814421404301	Snacks Income	0	0	0
4814510404401	T-Shirts	0	0	0
4814700404601	Program Fees	293,660	197,759	260,500
4814710404601	Late Fees	330	1	300
4814985404801	Misc. Revenue	21,150	3,263	19,200
	Total Revenues	315,140	201,023	280,000
4815000405001	Full Time Salaries	16,022	16,022	70,902
4815010405001	Part Time Wages	325,364	41,386	219,761
4815020405001	Payroll Taxes - Employer	25,123	25,123	14,798
4815030405001	Worker's Comp.	12,963	12,963	10,100
4815060405001	P.E.R.S. - ER	4,225	4,225	16,776
4815061405001	P.E.R.S. Survivor Benefit	6	6	24
4815070405001	Medical Insurance	2,502	2,502	15,286
4815075405001	Dental Insurance	208	208	1,475
4815077405001	Vision Insurance	21	21	146
4815080405001	Life Insurance	46	46	185
4815100405101	Alarm	0	0	0
4815110405101	Cellular Phones/Pagers	1,080	700	960
4815140405101	P.G. & E.	0	0	0
4815160405101	Sewers Services	0	0	0
4815170405101	Telephone	1,709	600	500
4815218405401	Promotions & Advertising	2,500	0	1,000
4815244405201	Computer Services	4,344	2,300	2,000
4815281015201	Leased Equipment	0	0	0
4815422405301	Craft Supplies	0	0	0
4815424405301	Equipment Replacement	0	0	0
4815426405301	First Aid Supplies	1,741	500	500
4815428405301	Food Supplies	500	290	600
4815436405301	Janitorial Supplies	525	25	200
4815440405301	Office Supplies	1,042	800	600
4815460405301	Program Supplies	9,009	8,100	8,213
4815461405301	Snacks Expense	1,199	500	972
4815470405301	Recreation Supplies	2,150	600	1,000
4815488405301	T-Shirts	0	0	0
4815498405301	Uniforms	1,014	1,380	1,138
4815600405401	Mileage	679	400	200
4815605405401	Staff Conf. & Travel	2,040	2,040	1,000
4815610405401	Personnel Training	2,035	1,800	1,000
4815650405401	Employee Recognition	0	0	0
	Total Expenditures	418,046	122,537	369,336
	Excess Revenues (Expenditures)	(102,906)	78,486	(89,336)

**Greater Vallejo Recreation District
486 - Teen Services
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
4864240404101	Grant Funding	0	0	0
4864330404201	Contract Class Income Teen	0	0	0
4864500404401	Program Fees	5,500	1,250	2,000
4864985404801	Misc. Revenue	325	200	200
	Total Revenues	5,825	1,450	2,200
4865000405001	Full Time Salaries	0	0	0
4865010405001	Part Time Wages	0	0	0
4865010405009	Part Time Wages	4,222	2,500	4,222
4865020405001	Payroll Taxes - Employer	0	0	0
4865020405009	Payroll Taxes - Employer	323	323	323
4865030405001	Worker's Comp.	0	0	0
4865030405009	Worker's Comp.	160	160	162
4865060405001	P.E.R.S. - ER	0	0	0
4865061405001	P.E.R.S. Survivor Benefit	0	0	0
4865070405001	Medical Insurance	0	0	0
4865075405001	Dental Insurance	0	0	0
4865077405001	Vision Insurance	0	0	0
4865080405001	Life Insurance	0	0	0
4865170405101	Telephone	0	0	0
4865218405201	Promotions & Advertising	2,368	1,800	500
4865244405201	Computer Services	201	0	201
4865250405201	Equip Repairs	0	0	0
4865251405201	Security Guards	624	150	400
4865283405201	Misc. Rentals	1,800	1,600	500
4865290405201	N.O.C.	0	0	0
4865330405201	Contract Classes Expense	0	0	0
4865362405201	Special Events	0	0	0
4865369405201	Transportation	0	0	0
4865400405301	Awards	0	0	0
4865424405301	Equipment Replacement	0	0	0
4865426405301	First Aid Supplies	125	100	0
4865428405301	Food Supplies	261	200	150
4865440405301	Office Supplies	501	475	100
4865448405301	Photo Supplies	650	650	0
4865460405301	Program Supplies	4,000	2,500	1,000
4865470405301	Recreation Supplies	250	0	75
4865488405301	T-Shirts	0	0	0
4865498405301	Uniforms	0	0	0
4865600405401	Mileage	102	0	50
4865605405401	Staff Conf & Travel	0	0	0
4865610405401	Personnel Training	200	0	200
	Total Expenditures	15,787	10,458	7,883
	Excess Revenues (Expenditures)	(9,962)	(9,008)	(5,683)

THERAPEUTIC RECREATION

Purpose:

GVRD's Therapeutic Recreation (TR) Program serves the mentally and physically challenged population in Vallejo and in other neighboring cities. This program has provided low-cost recreation for participants and their caregivers. The program includes 3-weekly activities, 2-monthly special events, and 2-annual events, including the popular TR Picnic at Blue Rock Springs Park.

Responsibilities:

- Provide fulfilling activities supported by qualified staff for TR participants.
- Provide a safe atmosphere for participants while enabling them to engage in low impact aerobic exercises, sports or games, creative art projects, etc.
- Conduct research and surveys annually to ensure we best serve our patrons interests and needs.
- Conduct fundraising activities; seek grants and community support to help recover the cost of program activities.

Goals:

- Continue outreach to care homes and other care givers to increase the attendance in the TR programs.
- Help participants build both small and large motor skills through low impact aerobics.
- Provide social and fun leisure-time experiences to TR participants.
- Evaluate programs with the benefits assessment model to improve the quality of programming.
- Recruit, train and retain highly qualified staff to work with the special need's population.

Due to COVID-19, TR programs are currently canceled. However, staff have been working diligently to revamp and improve the therapeutic services offered to bring back Programing in the Fall of 2022.



**Greater Vallejo Recreation District
490 - Therapeutic Recreation
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
4904240404101	Grant Funding	0	0	0
4904500404401	Program Fees	3,148	0	4,000
4904510404401	T-Shirts	0	0	100
4904901404801	Fundraisers	0	0	2,000
	Total Revenue	3,148	0	6,100
4905000405001	Full Time Salaries	0	0	0
4905010405001	Part-Time Wages	0	0	0
4905010405009	Part Time Wages	2,491	0	2,491
4905020405001	Payroll Taxes - Employer	0	0	0
4905020405009	Payroll Taxes - Employer	191	0	191
4905025405001	State Unemployment	0	0	0
4905030405001	Worker's Comp.	0	0	0
4905030405009	Worker's Comp.	95	88	95
4905060405001	P.E.R.S. - ER	0	0	0
4905061405001	P.E.R.S. Survivor Benefit	0	0	0
4905070405001	Medical Insurance	0	0	0
4905075405001	Dental Insurance	0	0	0
4905077405001	Vision Insurance	0	0	0
4905080405001	Life Insurance	0	0	0
4905110405101	Cellular Phones/Pagers	120	0	150
4905170405101	Telephone	270	0	300
4905222405201	Promotion and Advertising	500	0	500
4905244405201	Computer Services	0	0	0
4905250405201	Equipment Repairs	0	0	0
4905362405201	Special Events	500	0	500
4905422405301	Craft Supplies	0	0	0
4905424405301	Equipment Replacement	0	0	0
4905426405301	First Aid Supplies	800	0	250
4905428405301	Food Supplies	600	0	500
4905440405301	Office Supplies	500	475	2,550
4905448405301	Photo Supplies	0	0	0
4905460405301	Program Supplies	1,000	0	750
4905470405301	Recreation Supplies	0	0	100
4905498405201	Uniforms	0	0	0
4905560405401	Membership Dues	200	0	200
4905600405401	Mileage	300	0	100
4905605405401	Staff Conf. & Travel	500	0	500
4905610405401	Personnel Training	300	0	200
4905640405401	Subscriptions	0	0	0
4905650405401	Employee Recognition	0	0	0
	Total Expenditures	8,367	563	9,377
	Excess Revenue (Expenditures)	(5,219)	(563)	(3,277)

COMMUNITY CENTERS

Purpose

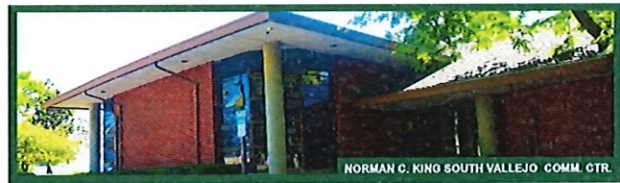
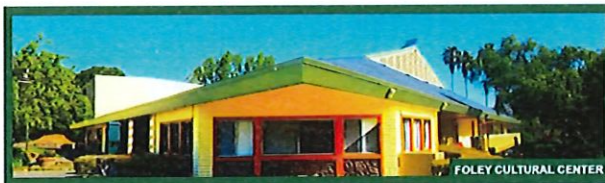
The Community Centers serve residents by developing a wide variety of recreation programs and leisure contract classes that meet the needs of a diverse community, and hosting district events. Each facility provides small meeting rooms and halls with large capacity for events such as family gatherings, celebrations, fundraisers, and trainings.

Responsibilities

- Schedule facility reservations for private parties, business and non-profit events.
- Implement procedures and maintain safe Community Centers for public service.
- Schedule, organize, implement and evaluate a variety of recreational and social activities.
- Input and maintain programs and facility reservations through our recreation software.
- Enforce District policies and rules for the use of the facilities.

Goals

- Evaluate current programming and expand Leisure Service Contract classes.
- Develop new staff goals and objectives for programming and facility use.
- Review current operations and procedures for reservations.
- Promote and advertise Community Centers to increase facility reservations and use of the facilities.
- Maintain and upgrade the facilities and equipment available at each facility.



Greater Vallejo Recreation District
450 - Vallejo Community Center
FY 2022-2023

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
4504300404201	Building Fees	22,516	9,257	0
4504330404201	Contract Classes Income	28,700	27,344	0
4504350404201	Security Fees	3,888	2,079	0
4504985404801	Misc. Revenue			
	Total Revenues	55,104	38,680	0
4505000405001	Full Time Salaries	51,923	51,923	0
4505010405001	Part Time Wages	48,875	26,511	0
4505020405001	Payroll Taxes - Employer	4,492	4,492	0
4505030405001	Worker's Comp.	3,827	3,827	0
4505060405001	P.E.R.S. - ER	14,346	14,346	0
4505061405001	P.E.R.S. Survivor Benefit	18	18	0
4505070405001	Medical Insurance	10,508	10,508	0
4505075405001	Dental Insurance	1,053	1,053	0
4505077405001	Vision Insurance	104	104	0
4505080405001	Life Insurance	139	139	0
4505100405101	Alarm	3,000	1,783	1,800
4505110405101	Cellular Phones/Pagers	720	474	0
4505140405101	P.G. & E.	0	0	0
4505140405109	P.G. & E.	10,962	10,626	7,079
4505160405101	Sewers Services	720	0	0
4505170405101	Telephone	2,880	2,320	1,000
4505216405201	Printing	0	0	0
4505218405201	Promotions & Advertising	1,000	39	0
4505240405201	Building Maintenance & Repairs	0	0	0
4505240405209	Building Maintenance & Repairs	2,800	405	2,800
4505244405201	Computer Services	0	0	0
4505251405201	Security Guards	3,744	1,965	0
4505258405201	Office Equipment Repairs	0	0	0
4505281405201	Leased Equipment	1,440	985	0
4505282405201	Maintenance Contracts	3,200	664	3,200
4505290405201	N.O.C.	0	0	0
4505330405201	Contract Classes Expense	18,655	19,887	0
4505412405301	Landscape & Grounds	2,510	1,033	1,033
4505424405301	Equipment Replacement	450	0	450
4505426405301	First Aid Supplies	240	131	0
4505436405301	Janitorial Supplies	5,200	1,000	0
4505440405301	Office Supplies	1,600	256	200
4505448405301	Photo Supplies	0	0	0
4505470405301	Recreation Supplies	400	0	0
4505476405301	Safety Equipment	300	0	0
4505484405301	Soda Supplies	0	0	0
4505490405301	N.O.C.	0	0	0
4505498405301	Uniforms	550	540	0
4505505405401	Auto Allowance	0	0	0
4505560405401	Membership Dues	150	0	0
4505600405401	Mileage	200	105	0
4505605405401	Staff Conf. & Travel	800	0	0
4505610405401	Personnel Training	200	196	0
4505650405401	Employee Recognition	0	0	0
	Total Expenditures	197,006	155,330	17,562
	Excess Revenues (Expenditures)	(141,902)	(116,650)	(17,562)

Greater Vallejo Recreation District
451 - Foley Cultural Center
FY 2022-2023

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
4514300404201	Building Fees	82,000	30,560	81,845
4514330404201	Contract Classes Income	77,624	66,884	99,035
4514350404201	Security Fees	19,170	3,980	19,120
	Total Revenues	178,794	101,424	200,000
4515000405001	Full Time Salaries	32,643	32,643	92,258
4515010405001	Part Time Wages	64,220	32,589	45,000
4515020405001	Payroll Taxes - Employer	5,386	5,386	4,780
4515025405001	State Unemployment	0	0	0
4515030405001	Worker's Comp.	3,678	3,678	5,600
4515060405001	P.E.R.S. - ER	8,608	8,608	25,409
4515061405001	P.E.R.S. Survivor Benefit	12	27	30
4515070405001	Medical Insurance	1,350	1,350	13,177
4515075405001	Dental Insurance	1,457	1,457	1,038
4515077405001	Vision Insurance	139	139	103
4515080405001	Life Insurance	93	93	232
4515100405101	Alarm	3,200	3,043	3,200
4515110405101	Cellular Phones/Pagers	720	279	400
4515140405101	P.G. & E.	0	0	0
4515140405109	P.G. & E.	56,620	45,326	57,000
4515160405101	Sewers Services	720	0	0
4515170405101	Telephone	2,940	2,887	3,000
4515216405201	Printing	0	0	0
4515218405201	Promotions & Advertising	1,000	126	750
4515240405201	Building Maintenance & Repairs	0	0	0
4515240405209	Building Maintenance & Repairs	5,220	4,363	5,000
4515244405201	Computer Services	0	0	0
4515250405201	Equipment Repairs	0	0	0
4515251405201	Security Guards	18,460	4,560	20,000
4515281405201	Leased Equipment	0	0	0
4515282405201	Maintenance Contracts	6,610	2,800	6,610
4515330405201	Contract Classes Expense	50,456	47,315	55,000
4515412405301	Landscape & Grounds	4,960	1,820	2,450
4515424405301	Equipment Replacement	3,000	500	1,500
4515426405301	First Aid Supplies	240	143	240
4515436405301	Janitorial Supplies	7,500	3,029	7,500
4515440405301	Office Supplies	550	345	600
4515454405301	Postage	100	0	0
4515470405301	Recreation Supplies	600	0	600
4515476405301	Safety Equipment	300	0	300
4515490405301	N.O.C.	0	0	0
4515498405301	Uniforms	765	555	795
4515505405401	Auto Allowance	0	0	0
4515560405401	Membership Dues	150	150	150
4515600405401	Mileage	420	105	300
4515605405401	Staff Conf. & Travel	400	0	750
4515610405401	Personnel Training	200	144	200
	Total Expenditures	282,717	203,460	353,972
	Excess Revenues (Expenditures)	(103,923)	(102,036)	(153,972)

**Greater Vallejo Recreation District
720 - North Vallejo Community Center
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
7204220404101	City of Vallejo	0	0	0
7204300404201	Building Fees	19,748	8,728	20,000
7204330404201	Contract Classes Income	2,700	3,103	4,800
7204350404201	Security Fees	2,430	1,778	4,235
7204985404801	Misc. Revenue	0	0	0
	Total Revenues	24,878	13,609	29,035
7205000405001	Full Time Salaries	32,643	32,643	0
7205010405001	Part Time Wages	27,630	8,633	20,000
7205020405001	Payroll Taxes - Employer	2,587	2,587	1,530
7205025405001	State Unemployment	0	0	0
7205030405001	Worker's Comp.	2,289	2,289	800
7205060405001	P.E.R.S. - ER	8,608	8,608	0
7205061405001	P.E.R.S. Survivor Benefit	12	14	0
7205070405001	Medical Insurance	1,350	1,350	0
7205075405001	Dental Insurance	1,457	1,457	0
7205077405001	Vision Insurance	139	139	0
7205080405001	Life Insurance	93	93	0
7205100405101	Alarm	1,300	676	1,300
7205110405101	Cellular Phones/Pagers	0	0	0
7205140405101	P.G. & E.	0	0	0
7205140405109	P.G. & E.	9,000	8,983	9,000
7205160405101	Sewer Service	720	0	0
7205170405101	Telephone	2,040	1,936	2,000
7205216405201	Printing	0	0	0
7205218405201	Promotions & Advertising	1,000	113	500
7205240405201	Building Maintenance & Repairs	0	0	0
7205240405209	Building Maintenance & Repairs	1,200	690	800
7205244405201	Computer Services	0	0	0
7205250405201	Equip Repairs	750	250	500
7205251405201	Security Guards	2,340	1,260	3,940
7205252405201	Exterior Maintenance	0	0	0
7205256405201	Janitorial Services	0	0	0
7205258405201	Office Equipment Repairs	0	0	0
7205281405201	Leased Equipment	960	0	500
7205282405201	Maintenance Contracts	2,540	975	1,000
7205330405201	Contract Classes Expense	1,620	1,982	1,600
7205362405201	Special Events	0	0	0
7205412405301	Landscaping & Grounds	1,110	720	800
7205424405301	Equipment Replacement	1,000	200	1,000
7205426405301	First Aid Supplies	240	95	100
7205428405301	Food Supplies	0	0	0
7205434405301	Irrigation & Plumbing Supplies	0	0	0
7205436405301	Janitorial Supplies	3,000	500	1,000
7205440405301	Office Supplies	550	165	200
7205444405301	Paint Supplies	0	0	0
7205450405301	Plant Equipment Repair Parts	0	0	0
7205454405301	Postage	100	0	0

7205470405301	Recreation Supplies	0	0	0
7205476405301	Safety Equipment	300	0	300
7205490405301	N.O.C.	0	0	0
7205498405301	Uniforms	430	180	200
7205560405401	Membership Dues	0	0	0
7205600405401	Mileage	420	105	150
7205605405401	Staff Conf. & Travel	400	0	300
7205610405401	Personnel Training	200	0	200
7205650405401	Employee Recognition	0	0	0
	Total Expenditures	108,027	76,643	47,720
	Excess Revenues (Expenditures)	(83,149)	(63,034)	(18,685)

**Greater Vallejo Recreation District
721 - South Vallejo Community Center
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
7214220404101	City of Vallejo	0	0	0
7214300404201	Building Fees	27,672	18,557	38,046
7214330404201	Contract Classes Income	10,400	9,163	12,000
7214350404201	Security Fees	2,700	1,268	4,800
7214505404401	Registration	0	0	0
7214600404401	UC Berkeley Lawrence Hall	0	0	0
7214900404801	Donations	0	0	0
	Total Revenues	40,772	28,988	54,846
7215000405001	Full Time Salaries	51,923	51,923	0
7215010405001	Part Time Wages	46,763	17,175	20,000
7215020405001	Payroll Taxes - Employer	4,330	4,330	1,490
7215025405001	State Unemployment	0	0	0
7215030405001	Worker's Comp.	3,747	3,747	1,000
7215060405001	P.E.R.S. - ER	14,346	14,346	0
7215061405001	P.E.R.S. Survivor Benefit	18	18	0
7215070405001	Medical Insurance	10,508	10,508	0
7215075405001	Dental Insurance	1,053	1,053	0
7215077405001	Vision Insurance	104	104	0
7215080405001	Life Insurance	139	139	0
7215100405101	Alarm	1,420	1,080	1,400
7215110405101	Cellular Phones/Pagers	720	672	720
7215140405101	P.G. & E.	0	0	0
7215140405109	P.G. & E.	17,640	13,159	12,000
7215160405101	Sewer Service	720	0	0
7215170405101	Telephone	3,540	2,362	2,400
7215216405201	Printing	0	0	0
7215218405201	Promotions & Advertising	1,000	39	200
7215240405201	Building Maintenance & Repairs	0	0	0
7215240405209	Building Maintenance & Repairs	3,000	1,151	2,000
7215244405201	Computer Services	0	0	0
7215250405201	Equipment Repairs	2,000	708	1,000
7215251405201	Security Guards	2,600	1,170	4,660
7215252405201	Exterior Maintenance	0	0	0
7215256405201	Janitorial Services	0	0	0
7215258405201	Office Equipment Repairs	0	0	0
7215281405201	Leased Equipment	960	0	500
7215282405201	Maintenance Contracts	3,000	1,225	1,000
7215330405201	Contract Classes Expense	6,240	5,866	6,000
7215412405301	Landscape & Grounds	1,400	997	1,000
7215424405301	Equipment Replacement	0	0	0
7215426405301	First Aid Supplies	240	76	100
7215428405301	Food Supplies	0	0	0
7215436405301	Janitorial Supplies	3,800	2,205	3,000
7215440405301	Office Supplies	1,600	215	200
7215454405301	Postage	100	0	0
7215470405301	Recreation Supplies	0	0	0
7215476405301	Safety Equipment	300	79	150

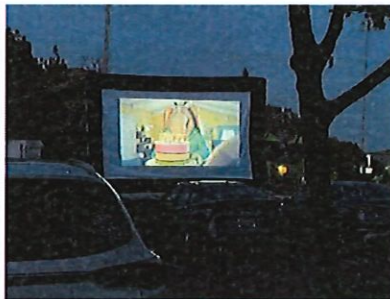
7215490405301	N.O.C.	0	0	0
7215498405301	Uniforms	515	230	400
7215560405401	Membership Dues	150	150	150
7215600405401	Mileage	480	105	150
7215605405401	Staff Conf. & Travel	800	0	500
7215610405401	Personnel Training	200	0	200
7215650405401	Employee Recognition	0	0	0
	Total Expenditures	185,356	134,832	60,220
	Excess Revenues (Expenditures)	(144,584)	(105,844)	(5,374)

COMMUNITY EVENTS & CHILDREN'S WONDERLAND

Purpose:

To develop and host a wide range of city-wide recreational activities, including those taking place in Children's Wonderland. Activities range from larger annual events to smaller activities for all ages. Annual events such as: Breakfast with Santa, Santa Visits, Winter at Wonderland Tree Lighting, Pup'kin Patch Dog Festival, Holiday Toy Giveaway, Turkey Giveaway, Thumper's Eggtravaganza,, Summer Movie Nights, Ties and Tiaras Family Dance, Nightmare on Glenn Street, the Floating Pumpkin Patch, and Bands and Brews are part of a comprehensive special event offering to the City of Vallejo. Our events are designed for both families with children and adults. They take place at both Children's Wonderland Park, other District parks and at community centers.

Shakespeare in the Park, 4th of July Parade, Vallejo Sports Hall of Fame, Juneteenth, and Waterfront Weekend are all co-sponsored events open to all ages and take place at various locations throughout Vallejo.



Responsibilities:

- Ensure Children's Wonderland is a safe, welcoming, and well-maintained park for families to enjoy.
- Recruit and retain a highly qualified staff for Children's Wonderland and special events.
- Manage all event registrations

Goals:

- Provide special events that are innovative and build community that appeal to a wide variety of audiences.
- Grow participation at community events.
- Provide safe, healthy, and fun activities at Children's Wonderland.
- Evaluate programs annually to improve the quality of programming.
- Continue to seek new partnerships, stakeholders, sponsors, and funding to enhance and expand program offerings.



**Greater Vallejo Recreation District
415 Children's Wonderland
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
4154810404701	Group Reservations	7,500	23,764	25,150
4154820404701	Entrance Fees	22,500	15,741	19,235
4154840404701	Concessions	3,000	9,302	10,000
4154860404701	Special Events - Other	7,525	2,100	600
4154861404701	Thumper's Eggs-travaganza	0	0	1,300
4154862404701	Movies Under the Stars	0	0	600
4154863404701	Parks N' Rex Day	0	0	525
4154864404701	Nightmare on Glenn Street	0	0	350
4154865404701	Winter Events	0	0	1,300
4154900404801	Donations	0	246	500
Total Revenues		40,525	51,153	59,560
4155000405001	Full Time Salaries	0	15,909	56,730
4155010405001	Part Time Wages	0	0	0
4155010405009	Part Time Wages	69,303	61,642	70,000
4155020405001	Payroll Taxes - Employer	0	850	823
4155020405009	Payroll Taxes - Employer	5,302	4,000	4,973
4155030405001	Worker's Comp.	0	0	2,100
4155030405009	Worker's Comp.	2,631	2,500	2,600
4155060405001	P.E.R.S. - ER	0	2,972	21,615
4155061405001	P.E.R.S. Survivor Benefit	0	6	20
4155070405001	Medical Insurance	0	0	7,906
4155075405001	Dental Insurance	0	0	623
4155077405001	Vision Insurance	0	0	62
4155080405001	Life Insurance	0	0	139
4155100405101	Alarm	1,000	640	780
4155110405101	Cellular Phones	400	534	400
4155140405101	P.G. & E.	0	0	0
4155140405109	P.G. & E.	3,600	3,600	3,600
4155170405101	Telephone	0	0	360
4155218405201	Promotions & Advertising	3,500	3,500	3,550
4155240405201	Building Maintenance & Repairs	0	0	0
4155240405209	Building Maintenance & Repairs	2,500	2,500	2,750
4155283405201	Misc. Rentals	1,500	1,500	1,000
4155362405201	Special Events - Other	7,870	7,870	1,250
4155363405201	Thumper's Eggs-travaganza	0	0	1,500
4155364405201	Movies Under the Stars	0	0	2,000
4155365405201	Parks N' Rex Day	0	0	1,100
4155366405201	Nightmare on Glenn Street	0	0	1,460
4155367405201	Winter Events	0	0	2,000
4155426405301	First Aid Supplies	240	240	250
4155428405301	Food Supplies/Concessions	2,800	8,052	8,500
4155436405301	Janitorial Supplies	700	700	800
4155440405301	Office Supplies	1,310	1,310	1,300
4155454405301	Postage	0	0	200
4155460405301	Party Supplies	5,500	5,500	3,000
4155470405301	Recreation Supplies	500	500	2,000
4155488405301	T-Shirts	2,100	0	1,000

4155498405301	Uniforms	1,808	1,808	1,200
4155600405401	Mileage	300	100	200
4155605405401	Staff Conf & Travel	300	587	300
4155610405401	Personnel Training	250	250	250
	Total Expenditures	113,414	127,070	208,340
	Excess Revenues (Expenditures)	(72,889)	(75,917)	(148,780)

**Greater Vallejo Recreation District
465 - Community Events
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
4654810404701	Group Reservations	0	180	0
4654860404701	Special Events - Other	10,925	10,925	0
4654861404701	Summer Concerts	0	0	3,300
4654862404701	Pup-kin Patch Dog Festival	0	0	2,600
4654863404701	Turkey Kit Drive-N-Go	0	0	500
4654864404701	Winter Events	0	0	600
4654865404701	Breakfast with Santa	1,500	0	1,600
4654900404801	Donations	5,000	0	5,000
4654908404701	Special Ceremonies	0	0	0
	Total Revenues	17,425	11,105	13,600
4655000405001	Full Time Salaries	39,756	4,565	33,384
4655010405001	Part Time Wages	0	0	0
4655010405009	Part Time Wages	39,312	1,569	8,000
4655020405001	Payroll Taxes - Employer	576	80	484
4655020405009	Payroll Taxes - Employer	3,007	53	612
4655030405001	Worker's Comp.	1,510	1,406	1,200
4655030405009	Worker's Comp.	1,493	1,243	400
4655060405001	P.E.R.S. - ER	11,137	573	2,494
4655061405001	P.E.R.S. Survivor Benefit	12	1	12
4655070405001	Medical Insurance	5,004	1,220	5,271
4655075405001	Dental Insurance	415	34	415
4655077405001	Vision Insurance	41	2	41
4655080405001	Life Insurance	93	16	93
4655170405101	Telephone	1,360	1,360	500
4655218405101	Promotions & Advertising	3,046	3,046	5,050
4655362405201	Special Events - Other	8,648	8,648	2,000
4655363405201	Summer Concerts	0	0	7,700
4655364405201	Special Ceremonies	0	0	2,000
4655365405201	Breakfast with Santa	1,500	0	1,800
4655368405201	Community Programs (SWAG)	4,000	4,000	1,500
4655370405201	Pup-kin Patch Dog Festival	0	0	1,000
4655371405201	Turkey Kit Drive-N-Go	0	0	1,400
4655372405201	Winter Events	0	0	600
4655440405301	Office Supplies	1,000	1,000	750
4655454405301	Postage	0	200	200
4655498405301	Uniforms	0	0	1,337
4655560405401	Membership Dues	500	500	505
4655600405401	Mileage	500	0	250
4655605405401	Staff Conf. & Travel	1,000	1,000	1,000
	Total Expenditures	123,910	30,516	79,998
	Excess Revenues (Expenditures)	(106,485)	(19,411)	(66,398)

SPORTS

Purpose

The mission of the Sports Department is to provide and facilitate a dynamic District-wide schedule of sports activities. The focus is to provide safe programming at sports fields and facilities throughout Vallejo. We also promote new sports and fitness programs to increase skills and competitive sports along with health and wellness opportunities. Another priority is to Implement and maintain user agreements with local sports leagues ensuring that the leagues follow our rules, regulations, and guidelines.

Responsibilities

- Conduct registrations and reservations for on-going and new sports programs.
- Recruit and retain quality independent contractors, sports coaches, and officials.
- Provide well maintained sports equipment and fields at numerous sites including, but not limited to Dan Foley Sports Complex, Wardlaw Park, Washington Park, Richardson Park, and various school sites in cooperation with VCUSD.
- Monitor fields and facilities to ensure a clean, safe environment.
- Provide youth sports classes, programs, camps, and adult sports to the community.

Goals

- Provide a vibrant year-round sports program that encourages both youth and adult participation.
- Recruit and retain quality independent contractors to operate a variety of youth and adult sports and break camps.
- Increase after school recreation and competitive youth and adult sports programs.
- Assess, evaluate field preparedness, and maintain safe sports fields and facilities for leagues and teams.



**Greater Vallejo Recreation District
460 - Sports
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
4604500404401	Contract Classes Income	22,652	35,793	50,478
4604525404401	Youth League	22,250	0	30,000
4604526404401	E-Gaming Income	0	400	6,300
4604527404401	User Agreement Income	0	3,190	6,332
4604528404401	Vallejo Sports Hall of Fame	0	0	3,900
4604530404401	Facility Rentals	23,305	12,190	15,710
4604535404401	Tournaments	0	0	0
4604560404401	Adult Leagues	4,200	5,900	3,400
4604985404801	Misc. Revenue	0	17,923	0
	Total Revenues	44,902	75,396	116,120
4605000405001	Full Time Salaries	62,649	75,483	84,011
4605010405001	Part Time Wages	0	537	0
4605010405009	Part Time Wages	40,639	1,690	20,000
4605011405001	Part Time Wages - Seasonal	0	0	0
4605020405001	Payroll Taxes - Employer	908	1,054	1,218
4605020405009	Payroll Taxes - Employer	3,109	500	1,530
4605025405001	State Unemployment	0	0	0
4605030405001	Worker's Comp.	2,379	1,992	3,220
4605030405009	Worker's Comp.	1,543	1,500	767
4605060405001	P.E.R.S. - ER	16,521	16,872	20,476
4605061405001	P.E.R.S. Survivor Benefit	24	28	32
4605070405001	Medical Insurance	2,700	8,310	20,138
4605075405001	Dental Insurance	0	1,080	2,105
4605077405001	Vision Insurance	0	107	208
4605080405001	Life Insurance	185	247	278
4605110405101	Cellular Phones/Pagers	600	630	900
4605140405101	P.G. & E.	0	0	0
4605140405109	P.G. & E.	16,000	16,750	16,800
4605170405101	Telephone	975	1,140	800
4605206405201	Coach Stipend	750	0	750
4605218405201	Promotions & Advertising	750	700	500
4605222405201	Sports Officials	2,700	1,760	3,000
4605244405201	Computer Services	246	0	246
4605311405201	ASA Fees	200	0	200
4605330405201	Contract Classes Expense	15,856	24,061	20,000
4605335405401	Vallejo Sports Hall of Fame	0	0	3,500
4605400405301	Awards	100	0	100
4605424405301	Equipment Replacement	0	0	0
4605440405301	Office Supplies	250	1,250	500
4605460405301	Program Supplies	9,176	1,813	3,000
4605480405301	Miscellaneous Supplies	0	0	0
4605480405309	Sports Supplies	2,788	400	1,500
4605485405301	E-Gaming Fees	0	960	1,290
4605498405301	Uniforms	1,000	400	500
4605560405401	Membership Dues	150	75	150
4605600405401	Mileage	480	90	300
4605605405401	Staff Conf. & Travel	700	1,550	800
4605610405101	Staff Training/Development	0	0	400
4605660405401	Employee Recruitment	0	0	0
	Total Expenditures	183,378	160,979	209,219
	Excess Revenues (Expenditures)	(138,476)	(85,583)	(93,099)

AQUATICS

Purpose

The function of the Aquatics Department is to provide a dynamic schedule of aquatic activities for the City of Vallejo. Our focus is to provide a safe and streamlined aquatic operation. We strive to develop programming at Cunningham Aquatic Complex that promotes leisure recreation activities and fitness programs to increase variety of swimming skills along with health and wellness.



Responsibilities

- Conduct registrations, reservations, and manage entrance fees for aquatic programs.
- Recruit and retain a highly trained staff of lifeguards and swim instructors.
- Provide a well maintained and safe facility that includes program equipment.
- Ensure the safety of patrons while at the Aquatic Complex.
- Administer first aid and emergency care when necessary.
- Provide quality training courses, swim lessons, and youth camps to the community.
- Ensure all local and state operating codes are met for pool operation.

Goals

- Operate the Cunningham Aquatic Complex as a year-round facility.
- Provide a comprehensive aquatic program based on community demand that includes: swimming lessons, lap swim, water exercise, recreation swim, safety classes, swim camps, and Jr. Lifeguard programs.
- Provide competitive aquatic sports activities for elementary school, middle school, high school, and adults in cooperation with VCUSD and other community organizations.
- Recruit and retain a highly trained staff to operate a variety of youth and adult programs.
- Evaluate programs to improve quality and diversity of future programming.

Facility Updates

- New roof installed on Cunningham Aquatic Complex and adjacent portables.
- The Tecogen is getting repaired.
- One new heater has been purchased and will be installed upon delivery. This heater is for the 50-Meter pool.
- A darker tint has been installed on the office windows.



**Greater Vallejo Recreation District
730 - Cunningham Pool
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
7304220404101	City of Vallejo	0	0	0
7304330404301	Contract Classes Income	0	0	0
7304400404301	Group Lessons	147,300	60,509	113,250
7304407404301	Private Lessons	27,500	6,400	15,600
7304421404301	Concessions	5,800	5,059	5,800
7304430404301	Program Fees	9,525	14,125	19,850
7304435404301	Special Events	0	1,711	2,950
7304440404301	Entry Fees	42,868	37,218	37,718
7304450404301	Aquatic Camps	104,140	48,651	148,975
7304460404301	Facility Rental	79,252	73,626	71,552
7304900404801	Donations	0	0	0
7304985404801	Misc. Revenue	1,100	796	0
	Total Revenues	417,485	248,095	415,695
7305000405001	Full Time Salaries	65,286	65,286	107,591
7305010405001	Part Time Wages	286,821	286,821	210,000
7305010405009	Part Time Wages	200,000	200,000	200,000
7305020405001	Payroll Taxes - Employer	22,888	23,387	17,625
7305020405009	Payroll Taxes - Employer	15,300	7,760	7,650
7305025405001	State Unemployment	0	0	0
7305030405001	Worker's Comp.	13,370	11,802	12,000
7305030405009	Worker's Comp.	7,594	6,504	6,055
7305060405001	P.E.R.S. - ER	19,012	21,074	27,784
7305061405001	P.E.R.S. Survivor Benefit	24	60	32
7305070405001	Medical Insurance	10,008	12,649	15,813
7305075405001	Dental Insurance	830	990	1,245
7305077405001	Vision Insurance	82	87	124
7305080405001	Life Insurance	185	194	278
7305100405101	Alarm	1,684	1,684	1,684
7305110405101	Cellular Phones/Pagers	1,032	1,032	800
7305140405101	P.G. & E.	0	0	0
7305140405109	P.G. & E.	95,000	83,108	95,000
7305141405101	Tecogen	0	0	0
7305141405109	Tecogen	20,000	2,770	20,000
7305160405101	Sewer Service	4,000	642	2,000
7305170405101	Telephone	3,492	3,972	2,000
7305218405201	Promotions & Advertising	3,450	3,450	4,000
7305240405201	Building Maintenance & Repairs	0	0	0
7305240405209	Building Maintenance & Repairs	4,240	4,240	3,040
7305244405201	Computer Services	500	500	500
7305250405201	Equip Repairs	2,000	2,000	1,000
7305262405201	Plant Equipment Repairs	7,700	14,555	14,200
7305282405201	Maintenance Contracts	1,200	0	1,200
7305283405201	Misc. Rentals	600	0	600
7305362405201	Special Events	500	593	1,500
7305400405301	Awards	960	960	800
7305412405301	Building & Grounds	0	394	0
7305426405301	First Aid Supplies	1,010	1,010	800

7305436405301	Janitorial Supplies	5,100	5,100	3,000
7305440405301	Office Supplies	4,005	4,005	2,000
7305444405301	Paint Supplies	400	400	200
7305450405301	Plant Equipment Repair Parts	0	0	0
7305452405301	Pool Chemical Supplies	0	0	0
7305452405309	Pool Chemical Supplies	45,000	65,006	65,006
7305454405301	Postage	100	100	200
7305460405301	Program Supplies	13,566	13,566	8,500
7305461405301	Concessions	5,400	5,400	2,500
7305476405301	Safety Equipment	4,105	4,105	2,000
7305482405301	Small Tools	350	350	400
7305488405301	T-Shirts	5,985	5,985	0
7305490405301	N.O.C.	0	0	0
7305498405301	Uniforms	0	1,555	6,437
7305560405401	Membership Dues	700	290	700
7305600405401	Mileage	800	800	500
7305605405401	Staff Conf. & Travel	1,300	1,300	1,200
7305610405401	Personnel Training	2,580	6,000	4,000
7305660405401	Employee Recruitment	450	800	800
	Total Expenditures	878,610	872,287	852,763
	Excess Revenues (Expenditures)	(461,125)	(624,192)	(437,068)

**Greater Vallejo Recreation District
Capital Improvements
FY 2022-2023**

<u>Account #</u>	<u>Description</u>	<u>Budget FY 21-22</u>	<u>Est. Actual FY 21-22</u>	<u>Budget FY 22-23</u>
	CP Renovations	0	0	0
	City of Vallejo Participatory Budget	130,000	50,000	80,000
	Excess Revenue	250,000	260,000	260,000
	General Fund-Capital Improvement	1,778,000	1,778,000	1,778,000
	Measure K	967,000	967,000	967,000
	Impact Fees	0	0	239,690
	Measure K Carryover	0	0	
	Total Revenues	3,125,000	3,055,000	3,324,690
9068004017001	CP Renovations	0	239,690	0
9018504018001	10 Year Master Plan	0	6,142	0
9068021017001	Amador Complex ADA Improvemen	0	200,000	600,000
9068022017001	Pool ADA Restrooms	0	0	300,000
9068023017001	Richardson Offices/Restrooms/Cod	0	70,000	60,000
9068026017001	VCC Kitchen Phase 1	0	300,000	370,000
9068027017001	Document Management System	0	0	30,000
9068028017001	Landscape Setterquist	0	0	232,000
9068029017001	Landscape South Vallejo	0	0	42,000
		0	815,832	1,634,000
Measure K:				
9068030017009	Spray Truck	65,000	64,000	0
9068031017009	1 Truck - Facilities	45,000	80,000	0
9068032017009	1 Truck - Parks	40,000	40,000	0
9068033017009	1 Riding Mower 7'	25,000	25,000	0
9068034017009	Video Security Upgrades	10,000	10,000	10,000
9068035017009	Amador - Bocce Ball Shade	50,000	0	0
9068036017009	Amador - Bleachers	25,000	25,000	0
9068037017009	BRS-Shade Structures-Picnic Area-	75,000	0	150,000
9068038017009	BRS-Trash Receptacles, Benches, ,	25,000	25,000	0
9068039017009	BRS-Restroom Improvements	70,000	0	0
9068040017009	Ascot-Blue Rock Corridor-Pathway	25,000	60,000	0
9068041017009	CW-Shade Structures	80,000	80,000	80,000
9068042017009	Dan Foley-Park Entrance Landscap	40,000	0	0
9068043017009	Glen Cove School-Lights (LED conv	10,000	6,442	0
9068044017009	Grant Mahony-Lighting	40,000	40,000	0
9068045017009	Henry Ranch-Lights (LED conversic	15,000	12,859	0
9068046017009	Lake Dalwigk-Fix Park Lighting/Upg	40,000	0	0
9068047017009	North Vallejo-Field Lighting Assessr	10,000	8,000	0
9068048017009	Richardson-Automatic Gate	25,000	25,000	0
9068049017009	Wilson Grandstand Storage-Roof C	30,000	30,000	0
9068050017009	Wilson Utility-Roof Coverings	7,000	7,000	0
9068080017009	Boom Truck	0	0	45,000
9068081017009	Electric Vehicle	0	0	35,000
9068082017009	Spray Rig	0	0	65,000
	Total Measure K	752,000	538,301	385,000

Excess Revenue:

9068051017001	VCC-Kitchen Remodel	250,000	250,000	0
	Total Excess Revenue	250,000	250,000	0

Capital Improvement:

9068052017001	Sweeper Truck	65,000	64,000	0
9068053017001	Email/Web Upgrades	20,000	0	10,000
9068054017001	Data Storage-Hard Files/Blue Prints	10,000	5,000	0
9068055017001	Data Storage-Archives	10,000	0	10,000
9068056017001	Tech Updates parks/bldgs (WIFI)	30,000	0	30,000
9068057017001	Amador Complex Upgrades Phase	200,000	138,807	412,000
9068058017001	Amador-Signs	8,000	0	8,000
9068059017001	395 Office Bldg-Roof Coverings	80,000	0	80,000
9068060017001	395 Office Bldg-HVAC Distribution	60,000	0	60,000
9068061017001	401 Office Bldg-Roof Coverings	80,000	80,000	0
9068062017001	401 Office Bldg-HVAC Distribution	60,000	0	60,000
9068063017001	BRS-Shade Structures-Picnic Area	75,000	0	75,000
9068064017001	BRS-Pathways	75,000	0	75,000
9068065017001	Ascot-Blue Rock-Pathway	25,000	0	0
9068066017001	Castlewood/CP-New ADA Single Use	150,000	2,553	147,447
9068067017001	Castlewood/CP-Rem. Exist. ADA R	150,000	0	150,000
9068068017001	Cunningham Aquatics Center-Roof	80,000	80,000	0
9068069017001	Dan Foley-Lake Room Ceiling	50,000	50,000	0
90680700017001	FCC-Exit Signs & Emergency Lighti	50,000	6,040	43,000
9068071017001	Franklin	100,000	0	0
9068072017001	Grant Mahony-Remodel Bldg Interic	220,000	1,000	150,000
9068073017001	Grant Mahony Bldg-Roof Coverings	45,000	45,000	0
9068074017001	Hanns-Pathway Improvements	50,000	3,625	46,000
9068075017001	Highlands-Security Lighting	25,000	1,990	25,000
9068076017001	Richardson-Office Electrical Upgrad	60,000	25,648	35,000
	Total Capital Improvement	1,778,000	503,663	1,416,447

Participatory Budgeting:

9068077017001	Setterquist-Landscape	40,000	40,000	0
9068078017001	Setterquist-Fitness Stations	50,000	0	50,000
9068079017001	SVCC-Landscape	40,000	40,000	0
	Total Participatory Budgeting	130,000	80,000	50,000

Total Expenditures	2,910,000	1,371,964	3,485,447
Excess Revenues (Expenditures)	215,000	1,683,036	(160,757)

**Greater Vallejo Recreation District
Fee Schedule FY 2022-2023**

Activities:	Fee (Res/Non-Res) (20%)
Sports:	
Adult Sports	
Adult Softball	\$510 + \$50 (sportsman fee)
Co-Ed League Softball	\$510 + \$50 (sportsman fee)
On-site storage	per contract agreement with District
Youth Sports	
Run, Jump, Throw	FREE
Jr Giants (Youth)	FREE
Sports Camp	\$160/\$170
E-Sports	\$20 comp/ \$35 tournament/ \$50 League
Mobile Recreation Rental	\$100/\$120, per hour
Sports Classes /Contract	
National Academy of Athletics	60% Vendor/40% District
Optimal Body Fitness	60% Vendor/40% District
New Frontier Tennis	60% Vendor/40% District
Phil Grahams Tennis	60% Vendor/40% District
E-Sports	60% Vendor/40% District
Sports Fields Additional Fees	
Application Fee	\$10R/\$15NR, \$5RNP/\$8NRNP
Cleaning Deposit 1 Day	\$150R/\$150NR/\$150NP
Cleaning Deposit 2-14 Days	\$300R/\$300NR/\$300NP
Cleaning Deposit 15-30+ Days	\$600R/\$600NR/\$600NP
Rescheduling Fee/Late Booking	\$25R/\$25NR/\$25NP
Bounced Check/Declined Card	\$50R/\$50NR/\$50NP
Aquatics:	Fee (Res/Non-Res)
Daily Fees (Lap / Recreation Swim)	
4 Yrs and Under	\$2/\$3
5 Yrs - 55 Yrs.	\$5/\$6
Seniors/Veteran	\$4/\$ 5.50

Lap Swim Pass (20 Swims)	
Lap Swim Pass Sr/Vet (20 Swims)	\$80 Sr/\$100 Vet
Lap Swim Monthly Swim Pass 18+	\$105R/\$121NR
Water Exercise	
Adults 13 - 55	\$5; \$45 pass (10 visits)
Seniors 55+	\$4; \$35 pass (10 visits)
User Group W/ Insurance	\$10 per lane, per hour
High School Lane Rate	\$5 per lane, per hour
Community Rental	
4 lane shallow or deep end	\$100 per hour + \$150 deposit
Whole pool	\$180 per hour + \$150 deposit
Safety Classes	
Lifeguard Train Recertification	\$95/\$100
Lifeguard Training	\$190/\$200
Lifeguard Instructor	\$250/\$270
Water Safety Instructor	\$250/\$270
Community CPR / First Aid	\$80/\$90
Aquatic Camps	
Guardstart	\$160/\$170
Davey Jones Aquatic Camp	\$160/\$170
Junior Guards	\$200/\$210
Life Guard Academy	1/2 Summer \$220
After School at the Pool (ASAP)	\$220/\$230
Junior Guards Work Exp.	\$25/week
Swim Lessons	Fee (Res/Non-Res)
Swim Lessons	
Parent/Tot	
Weekday	\$60/\$65
Saturday	\$30/\$35
4-5 Yrs Swim Lessons	
Weekday	\$60/\$65
Saturday	\$30/\$35
Lessons Level 1-6	

Weekday	\$60/\$65
Saturday	\$30/\$35
Private Lessons	\$30/\$35
Special Events (Aquatics)	Fee (Res/Non-Res) To Be Determined
Floating Pumpkin Patch Dive-In Movies Kids Day	Free
Therapeutic Recreation	Fee (Res/Non-Res)
Expressive Arts	\$25 Per Month
Exercise/Chair Yoga	\$25 Per Month
Sports	\$25 Per Month
Dances	\$12
Picnic	\$12
Field Trips	\$30/\$36
Water Colors/Legos	5/\$6, per class
Youth Services :	Fee (Res/Non-Res)
Kids Club	
Before School	\$172/mo./Prorated \$86
After School	\$240/mo./Prorated \$120
Kindergarten After School	\$298/mo./Prorated \$149
Kids Club Punch Pass (6)	\$100
Kids Club Punch Pass (12)	\$150
No School Day	\$80/\$96
Late Pickup	\$2
Teens	Fee (Res/Non-Res) To Be Determined
Dances	\$10
5th Grade Event, 8th Grade Event	\$30/\$35 at the door
Youth Advisory Board	\$40
Teen Classes	
Break Camps	Fee (Res/Non-Res)
Extended (5 days, 7am-6pm)	\$170/\$204
Kinder (5 days, 7am-6pm)	\$180/\$216
COVID Camp	\$180/\$216

Drop-in	\$40/\$48
Extended (3 days, 7am-6pm)	\$100/\$120
Regular (5 days, 9am-3pm)	\$130/\$156
Summer Camps	Fee (Res/Non-Res)
FRESH Camp (CW)	\$230/\$276 (2 week camp)
Counselor in Training Camp	\$40/wk.(Flat rate)
FRESH Camp Extended Care	\$30/\$36
In-Camp Field Trips	\$15
Field Trips	\$20-\$40
Community Events	Fee (Res/Non-Res) To Be Determined
Fishing in the City	Free
Pup-Kin Patch Dog Festival	
Bands and Brews Beer	
Bands and Brews Beer + Mug	
Santa Visits	\$30
Bunny Brunch	
Breakfast with Santa	\$15
Movie Nights / CARFLIX	\$5, per car
Children's Wonderland	Fee (Res/Non-Res)
Individual Entry Fee	\$0/\$4 July- December and \$3/\$4 January-June
Group Field Trips	\$3/\$4
Group & Family Rental (Some. Small)	\$35/\$45
Group & Family Rental (Some. Big)	\$70/\$80
Group & Family Rental (Some. B&S)	\$90/\$105
Thumper's Eggs-travaganza	\$5
Pass (20 visits)	\$55/\$75
Special Event /Per HR	Rental \$300/hr, Security \$30/hr, Deposit \$200
Birthday/Picnic Reservations	Fee (Res/Non-Res)
Free Day, 1 per month	Free
Private Party Package	2 hours -\$110/\$125
NERF Party Package	2 hours -\$225/\$235
Sports Party Package	2 hours -\$225/\$235
Birthday Party Balloons	\$25
Refundable Cleaning Fee	\$50
Stage, during Operating Hours	\$25, per hour

Stage, Special Event	\$150, per hour (2 hr min)
Electricity Fee	\$5, per 2-hour timeslot
Community Centers:	Fee (Res/Non-Res)
Foley Cultural Center	(Business 2 Hour Minimum)
	Fee (Res/Non-Res)
Kitchen	\$80/hour / \$96/hour
Lake Room	\$160/hour / \$192/hour
Vista Room	\$42/hour / \$50/hour
Refreshment Center	\$53/hour / \$64/hour
Arbor Room	\$35/hour / \$42/hour
Oak Room	Not Available
Pine Room	Not Available
Elm Room	Not Available
Commercial Kitchen Rental	\$125/\$150, per hour (Day 7am-7pm), 3hr min
Commercial Kitchen Rental	\$62/\$74, per hour (Evening 7pm-7am), 3 hr min
Private Party	Fee (Res/Non-Res)
Lake, Kitchen, Refreshment Ctr	\$1,000 @ 5 hours/ \$1,200 @ 5 hrs.
Over 5 Hours	\$200/hour / \$240 per hr.
Vista Room, Refreshment Ctr (F&Su)	\$70/hour / \$84/hour (Fri or Sun, 5 hr minimum)
Category II	(Non-Profit 2 Hour Minimum)
Kitchen	\$64/hour / \$77/hour
Lake Room	\$128/hour / \$154/hour
Vista Room	\$35/hour / \$42/hour
Refreshment Center	\$43/hour / \$52/hour
Arbor Room	\$28/hour / \$34/hour
Oak Room	Not Available
Pine Room	Not Available
Elm Room	Not Available
North Vallejo Community Center	Fee (Res/Non-Res)
Category I	(Business 2 Hour Minimum)
Banquet Room	\$52/hour / \$62/hour
Great Room	\$64/hour / \$77/hour
Kitchen	\$35/hour / \$42/hour
Craft Room	\$35/hour / \$42/hour

Private Party	Fee (Res/Non-Res)
Banquet or Great Rooms Over 5 Hours Banquet, Great Room, and Kitchen	\$520 @ 5 hours / \$625 @ hours \$104/hour / \$125/hour \$725 @ 5 hour / \$870 @ 5 hour \$145/\$174 per additonal hour
Category II	(Non-Profit 2 Hour Minimum)
Banquet Room Kitchen Craft Room Great Room	\$42/hour / \$50/hour \$28/hour / \$34/hour \$28/hour / \$34/hour \$51/hour / \$62/hour
Norman C. King, SVCC	Fee (Res/Non-Res)
Category I	(Business 2 Hour Minimum)
Multi-Purpose Room #1 Multi-Purpose Room #2 Multi-Purpose Room #1 & #2 Conference Room Arts/Craft Room Game Room Kitchen Commercial Kitchen Rental Commercial Kitchen Rental	\$58/hour / \$70/hour \$58/hour / \$70/hour \$116/hour / \$140/hour \$35/hour / \$42/hour \$35/hour / \$42/hour \$42/hour / \$50/hour \$58/hour / \$70/hour \$75/\$90, per hour (Day 7am-7pm), 3hr min \$38/\$45, per hour (Evening 7pm-7am), 3hr min
Private Party	Fee (Res/Non-Res)
Multi-Purpose 1 or 2 and Kitchen Over 5 Hours Multi-Purpose 1 and 2 and Kitchen Over 5 Hours	\$520 @ 5 hours / \$625 @ 5 hours \$104/hour / \$125/hour \$725 @ 5 hours / \$870 @ 5 hours \$145/hour / \$174/hour
Category II	(Non-Profit 2 Hour Minimum)
Multi-Purpose Room #1 Multi-Purpose Room #2 Multi-Purpose Room #1 & #2 Conference Room Arts/Craft Room Game Room	\$47/hour / \$56/hour \$47/hour / \$56/hour \$94/hour / \$112/hour \$28/hour / \$34/hour \$28/hour / \$34/hour \$35/hour / \$42/hour

Kitchen	\$47/hour / \$56/hour
Vallejo Community Center	Fee (Res/Non-Res)
Category I	(Business 2 Hour Minimum)
Kitchen	\$64/hour / \$77/hour
Auditorium/Foyer	\$144/hour / \$173/hour
Foyer	\$96/hour / \$115/hour
Club Room	\$42/hour / \$50/hour
Teen Room	\$42/hour / \$50/hour
Commerica Kitchen Rental	\$100/\$120, per hour (Day 7am-7pm), 3hr min
Commerica Kitchen Rental	\$50/\$60, per hour (Evening 7pm-7am), 3 hr min
Private Party	(Resident / Non-Resident)
Kitchen/Foyer	\$650 @ 5 hours / \$780 @ 5 hours
Over 5 Hours	\$130/hour / \$156/hour
Kitchen/Foyer/Auditorium	\$900 @ 5 hours / \$1,080 @ 5 hours
Over 5 Hours	\$180/hour / \$216/hour
Category II	(Non-Profit 2 Hour Minimum)
Kitchen	\$51/hour / \$61/hour
Auditorium/Foyer	\$115/hour / \$138/hour
Foyer	\$77/hour / \$92/hour
Club Room	\$35/hour / \$42/hour
Teen Room	\$35/hour / \$42/hour
All Community Centers	Additional Fees
Banquet Seating	Set-up, Take-Down
Up to 80	\$150
Up to 100	\$150
Up to 150	\$150
Up to 200	\$150
Up to 250	\$225
Up to 300	\$225
Up to 350	\$225
Up to 400	\$270
Up to 450	\$270
Up to 500	\$270

Theatre Seating	Set-up, Take-Down
Up to 150	\$75
Up to 200	\$85
Up to 300	\$95
Up to 400	\$105
Up to 500	\$115
Up to 600	\$125
Deposits/Additional Fees	
Foley	\$750 (refundable cleaning deposit)
VCC	\$400 (refundable cleaning deposit)
N. King	\$400 (refundable cleaning deposit)
NVCC	\$400 (refundable cleaning deposit)
Public Address System Rental	\$50 Audio / \$50 Projection
Security Officer	\$32 July, \$34 Aug-Jan, \$36 Feb-June
Surcharge	\$25
Jumper Permit	\$25
Additional Custodial	\$50 per hour
Application Fee	\$25
Administrative:	
	Fee (Res/Non-Res)
Audit Copy	\$5 each
Board Agenda (w/out attachments) Emailed	N/C
Board Agenda (w/out attachments) US Mail	\$2, per agenda
Board Agenda (with attachments) Emailed	N/C
Board Agenda (with attachments) US Mail	\$5 per packet
Bound Documents (up to 80 pages)	\$10
Budget Copy (unbound back-to-back)	\$10
Budget Copy (bound)	\$25
Documents copied to a CD (up to 50mb)	\$7
FAX Fee	\$5
Mailing & Handling Fee	1-9pgs. 2.00 / 10+ 5.00
Return Check Fee	\$25
Return Check Fee (prior to notice)	\$10
Plan Sets	Determined by actual cost per, set
Park Reservation:	
Field Rentals All Fields	
	Fee (Res/Non-Res)

Resident Non-Profit	\$14/hr. 2 hr. minimum
Non Resident Non-Profit	\$17/hr. 2 hr. minimum
Resident Profit	\$32/hr. 2 hr. minimum
Non Resident Profit	\$37/\$48 hr. 2 hr. minimum
Dan Foley Artificial Turf Field	\$36/day M-F \$48/day S-Su
Dan Foley Concession Stand	\$14 hr/flat rate
Pickball Court	\$14 hr/flat rate, per court
Tennis Court	\$14 hr/flat rate, per court
Basketball Court	\$14 hr/flat rate, per court
Bocce Ball Court	\$14 hr/flat rate, per court
Foot Golf Course	\$14/per person
Field Prep (Baseball & Softball)	
Resident Non-Profit	\$25/Prep
Non Resident Non-Profit	\$30/Prep
Resident Profit	\$30/Prep
Non Resident Profit	\$36/Prep.
Lights @ all Sites	
Resident	\$30/hr, 2-hour min
Non Resident	\$36/hr, 2-hour min
Dan Foley Park Picnic Area	Fee (Res/Non-Res)
Lakeview East	\$105/\$135
Lakeview West	\$105/\$135
Lakeview Entire	\$204/\$264
Meadows	\$99/\$129
Willow Glen	\$99/\$129
Mountain View	\$225/\$293
Blue Rock Springs Picnic Area	Fee (Res/Non-Res)
Lower Vista Area	\$99 /\$140
Upper Vista	\$99 /\$140
Vista Entire	\$185/\$240
Grove	\$178/\$231
Pines	\$213/\$276
Lake Area	\$75/\$98
Parkview	\$72/\$94
Trailside	\$72/\$94

Peacock Roost	\$72/\$94
Playground Vista	\$92/\$120
Blue Rock Terrace	\$72/\$94
Crest Ranch Park	Fee (Res/Non-Res)
Crest Ranch Park, Highland	\$49/\$64
Hanns Park	Fee (Res/Non-Res)
Hanns Park	\$71/\$92
Richardson Park	
Richardson Park	\$53/\$67
Highlands Park	Fee (Res/Non-Res)
Highlands Park	\$48/\$62
Jumper House Permit	Fee (Res/Non-Res)
Blue Rock, Dan Foley, Richardson	\$30/day
Crest Ranch Park, Highland, Hanns	\$30/day
Vehicle Admission Fees	Fee (Res/Non-Res)
Dan Foley Park	\$5 Day, 7 days a week
Blue Rock Springs	\$5 Day, 7 days a week
Special Event Fees	Fee (Res/Non-Res)
All Parks	30 per hour
Security/Cleaning Deposit	\$550
Alcohol Permit	\$35
Sound Permit	\$35
Still Photography	\$300 or \$75, per hour
Moving Frames	\$1000, or \$250, per hour
Staffing/Vehicle	\$52
GVRD Activity Guide	Fee (Res/Non-Res)
Full page, back cover	\$1,250
Full page, inside cover (front/back)	\$1,125
Full page, inside (non-glossy, guts)	\$1,000
1/2 page	\$600
1/4 page	\$400

1/8 page	\$200
Digital GVRD Activity Guide	Fee (Res/Non-Res)
Full page, back cover	\$350
Full page, inside cover (front/back)	\$300
Full page, inside (non-glossy, guts)	\$300
1/2 page	\$200
1/4 page	\$150
1/8 page	\$100

GVRD Glossary of Budget Terms and Acronyms

ACCOUNT - A classification of expenditure or revenue. Example: "Office Expense" is an account in "Services and Supplies" object category.

ACCOUNTS PAYABLE - A short-term liability reflecting amounts owed private persons or organizations for goods or services received.

ACCOUNTS RECEIVABLE - An asset account reflecting amounts due from private persons or organizations for goods and services provided (excluding amounts due from other funds or other governments).

ACCRUAL BASIS - The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

ACCRUED EXPENSES - Expenses incurred but not paid.

ACCRUED REVENUE - Revenues earned but not received.

APPROPRIATION - A legal authorization granted by the Board to make expenditures and to incur obligations for specific purposes. An appropriation expires at the end of the Fiscal Year.

AUTHORIZED POSITIONS - Positions included in the District's salary resolution and for which funding may or may not be provided in the budget.

BALANCE SHEET - The financial statement disclosing the assets, liabilities and fund equity or net assets of an entity at a specified date in conformity with Generally Accepted Accounting Principles (GAAP).

BASIS OF ACCOUNTING - A term used to refer to when revenues, expenditures, expenses, and transfers—and the related assets and liabilities—are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the modified accrual or the full accrual basis.

BUDGET - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. A budget usually is a financial plan for a single fiscal year.

BUDGET UNIT - The classification of the budget expenditure requirements into appropriate, identified or organizational units deemed necessary or desirable for control and information related to a particular financial operation or program.

BUDGETARY CONTROL - The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

BUDGETED POSITIONS - The number of full-time equivalent positions to be funded in the budget. Budgeted positions should not be confused with "authorized" positions, which are positions that may or may not be funded in the budget.

CAPITAL EXPENDITURES - Expenditures resulting in the acquisition of or addition to the District's fixed assets.

CAPITAL PROJECT FUND - A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities.

CASH BASIS - A basis of accounting under which transactions are recognized when cash is received or disbursed.

CASH FLOW - Cash from net collections available for expenditure payments at any given point.

CDBG - Community Development Block Grant

COLA - Cost of living adjustment

CONTINGENCY - An amount of specified appropriations of a fund, appropriated for unforeseen expenditure requirements.

GVRD Glossary of Budget Terms and Acronyms

CONTRACTED SERVICES - Expenditures for services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.

CURRENT LIABILITIES - Liabilities which are payable within one year.

CURRENT RESOURCES – Spendable financial resources of a governmental unit which are available to meet expenditures of the current fiscal year.

DEFERRED REVENUE – Resource inflows that do not yet meet the criteria for revenue recognition. Unearned amounts are always reported as deferred revenue. In governmental funds, earned amounts also are reported as deferred revenue until they are available to liquidate liabilities of the current period.

DEFICIT - (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period or, in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

DEPARTMENT – An organizational unit used by District management to group programs of like nature.

DESIGNATION - For government fund types, a segregation of a portion of the unreserved fund balance to indicate tentative plans for financial resource utilization in a future period, such as for general contingencies, equipment replacement, financing receivables, etc.

DUE TO OTHER AGENCIES - A short-term liability account reflecting amounts owed by the District to an outside government agency for goods or services provided.

EMPLOYEE BENEFITS - Amounts paid on behalf of employees, not included in the gross salary. Examples are group health or life insurance payments, contributions to employee retirement,

workers' compensation payments, and dental, vision and unemployment insurance payments.

ENCUMBRANCE - An obligation in the form of a purchase order, contract, or other commitment related to unperformed contracts for goods and services.

EXPENDITURE - Decrease in net financial resources under the current financial resources measurement focus not properly classified as *other financing uses*.

EXPENSES - Outflows or other depletion of assets or incurrence of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

EXTRA HELP POSITION - A non-regular, temporary position created to meet a peak workload or other unusual work situation; can include seasonal or recurrent intermittent employment.

FINAL BUDGET - Approved legal spending plan for a fiscal year. By statute, the Board of Directors must approve the Final Budget.

FISCAL YEAR - A twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

FIXED ASSETS - A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of \$1,000.

FTE – Full Time Equivalent Position. A full or part-time position converted to a decimal equivalent of a full-time position based on 2,080 hours per year (a 40 hour week). For example, an extra-help laborer working for four months or 690 hours would be equivalent to .33 of a full-time position (FTE).

FUND - A fiscal and accounting entity with a self-balancing set of accounts recording cash and

GVRD Glossary of Budget Terms and Acronyms

other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE - The excess of assets of a fund over its liabilities reported in a governmental fund. A portion of this balance may be available to finance the succeeding year's budget.

FUND EQUITY - The net difference of assets over liabilities.

FY - Fiscal Year

GASB – Governmental Accounting Standards Board. The authoritative accounting and financial reporting standard-setting body for government entities.

GVRD – Greater Vallejo Recreation District.

GENERAL FUND REVENUES - Non-specific program revenues, which include such items as property taxes, fees, interest earnings, etc. These are revenues not specified or dedicated to a particular program, but may be allocated at the discretion of the Board of Directors.

GRANT - A contribution from one governmental unit to another, usually made for a specific purpose and time period.

INTERNAL CONTROL STRUCTURE - Policies and procedures established to provide reasonable assurance that specific government objectives will be achieved.

JPA - Joint Powers Authority

MATCH - Refers to a cost sharing ratio for a State or Federal program which requires a District General Fund contribution of a certain amount or percentage to qualify.

MODIFIED ACCRUAL BASIS OF ACCOUNTING Basis of accounting according to which (a) revenues are recognized in the

accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due. Measurable, relates to the amount being determinable. Available, indicates it will be received within 90 days of the fiscal year end.

MOU - Memorandum of Understanding

OTHER CHARGES - A category of appropriations for payment to an agency, institution, or person outside the District.

OPEB - Other Post Employment Benefit

PERS - Public Employees Retirement System

PROGRAM REVENUE - Revenue which is derived from and dedicated to specific program operations.

PROPOSED BUDGET - The working document for the fiscal year under discussion.

PROPOSITION 12 – Passed by the voters in March 2000, gave the State authority to issue \$2.1 billion in bonds to fund watershed protection, water quality improvement, wildlife habitat conservation, preservation of open space and farmland threatened by unplanned development, and to repair and improve the safety of state and neighborhood parks.

PROPOSITION 13 – Passed by the voters in a tax limitation initiative in November 1978. This tax limitation measure provides for: 1) a one (1) percent tax limit exclusive of tax rates to repay existing voter-approved bonded indebtedness, 2) assessment restrictions establishing 1975 level values for all property with allowable increase of 2% annually and reappraisal to current value upon change in ownership and new construction, 3) a two-thirds vote requirement to increase State taxes, and 4) a two-thirds vote of the electorate for local agencies to impose "special taxes".

GVRD Glossary of Budget Terms and Acronyms

PROPOSITION 40 – Passed by the voters in March 2002, provided a \$2.6 billion bond for natural resource conservation, parks and historical and cultural resources.

REAL PROPERTY - Land and the structures attached to it.

REGULAR POSITION - Any permanent position in the District classification system approved and funded by the Board of Directors.

REIMBURSEMENT - Payment received for services or supplies expended on behalf of another institution, agency, or person.

RESERVE - An account used to set aside and maintain a portion of fund balance, which is legally or contractually restricted for future use or not available for expenditure.

REVENUE - Money received to finance ongoing District services. Examples: property taxes, fees, and State and Federal grants.

SALARIES AND EMPLOYEE BENEFITS - An object category of expenditure, which establishes all expenditures for employee related costs.

SALARY SAVINGS - The dollar amount of salaries expected to be saved due to vacancies and turnover of employees.

SECURED ROLL - Assessed value of real property, such as land, buildings, improvements, secured personal property or anything permanently attached to land.

SECURED TAXES - Taxes levied on real properties which are "secured" by a lien on the properties.

SERVICES AND SUPPLIES - An object category of expenditure which establishes expenditures for the operating expenses of GVRD departments and programs.

SPECIAL DISTRICT - Independent unit of local government generally organized and funded

through assessments to the beneficiaries of the district to perform a specific function(s) for a specific area. Example: GVRD

SUPPLEMENTAL TAX ROLL - The Supplemental Property Tax Roll is a result of legislation enacted in 1983 and requires an assessment of property whenever a change in the status of the property occurs during the year.

TAX RATE - The rate per one hundred dollars applied to the assessed valuation base necessary to produce the tax levy.

UNSECURED TAX - A tax on properties such as office furniture, equipment, and boats, which are not secured by real property owned by the assessee.

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